

APRIL 2005 Quarterly Report

City of Eureka



Community Development Department

First Quarter Report ~Calendar Year 2005

Current Planning/Permitting

Buhne Warehouse: Staff is processing a coastal development permit for the relocation of the Buhne to the City's vacant lot at the northwest corner of 1st and "C" Street. In preparation for the relocation, the City has caused to be prepared a Historic Resources Evaluation (HRE) and a Historic American Building Survey (HABS).

"C" Street and Piazza improvements: Staff is processing a coastal development permit for the construction of the "C" Street Plaza and the Piazza improvements. The environmental documentation has already been certified by the City Council.

Design Review Amendments: The Planning Commission will be holding a public hearing on May 9, 2005 to receive public testimony on the modifications to the Design Review Ordinance as forwarded to the Commission by the City Council.

Eureka Sand & Gravel: Staff has begun processing a coastal development permit for the construction of concrete pump truck bay and storage addition at 1955 Hilfiker Lane.

Fisherman's Terminal building: Staff is processing a coastal development permit for the construction of the "C" Street Plaza and the Piazza improvements. The environmental documentation has already been certified by the City Council.

Hidden View Apartments: Staff has begun processing the coastal development permit for the proposed 75 unit apartment complex at the north end of Tydd Street.

Historic Preservation Ordinance: At the direction of the City Council, the Historic Preservation Commission continues to review the Historic Preservation Ordinance. The Commission is preparing a draft ordinance to be forwarded to the City Attorney for his review.

Historic Preservation Plan: Staff is working on a General Plan Amendment and Local Coastal Plan Amendment to add an optional Historic Preservation element.

Humboldt Senior Resource Center, Alzheimer's Day Center: Staff is working with the HSRC and the Redevelopment Agency on a conditional use permit for the demolition of the old house on the property and the construction of a new Alzheimer's Day center.

Humboldt Transit Authority: Staff is completing and scheduling for public hearings a number of permits for Humboldt Transit Authority for the construction of a bus storage yard over the entire block east of the existing facility.

Lundbar Hills Unit 6: Staff is working with the applicants towards completion of the permits for the construction of Unit 6 of Lundbar Hills, which will add about 56 new one-family residential lots.

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Mills Act: On March 15, 2005, the City Council adopted the City of Eureka Mills Act Historic Property Tax Incentive Program. Staff is working on the procedures for accepting and processing Mills Act applications.

Pacific Partners: Staff is working with the applicants towards completion of the permits for the construction of a mixed use commercial development at the Vigo Street and Broadway.

Redwood Harley Davidson: The Planning Commission granted two variances to the sign code and the City Council approved the Coastal Development Permit for the new development at the end of 6th Street.

Seaport Village multi-use development: Staff is processing a coastal development permit for the construction of Seaport Village, a multi-use development at the northeast corner of 1st and "C" Streets. The environmental documentation has already been certified by the City Council.

South Gate Partners: A public hearing is scheduled before the City Council to hear an application for a coastal development permit for the construction of an industrial park complex at the old Rockn' R meat packing plant near Herrick and Broadway.

Tuluwat Restoration Project: Staff is working with the applicant's who are currently preparing an administrative draft EIR for the restoration of the Tuluwat Village on Indian Island.

Long Range Planning

Security National Properties General Plan Amendment: Staff is currently processing and preparing a Staff report for a General Plan Amendment and Zoning Reclassification for Security National Properties for a 1.3 acre Light Industrial parcel at 25 Fourth Street to be developed as a 25,000 sq. ft. full service grocery store.

Bayshore Inn General Plan Amendment: Staff is also currently in the initiatory stages of processing and preparing a Staff report for Fortuna Country Inn Corp. for a General Plan Amendment/Local Coastal Plan Amendment and Zoning Reclassification for an expansion of Bayshore Inn at 1807/1809 Truesdale Ave.

Harry Lesch General Plan Amendment Petition: Staff has completed the processing and a Staff report for a General Plan Amendment Petition request for Harry Lesch regarding property at 2934 H Street for redesignation from Low Density Residential to Professional Office. At the applicant's request, this will be postponed to a June City Council meeting.

Reggie Crossan General Plan Amendment: Staff has received referrals and a traffic study for the Reggie Crossan request for an amendment to the City's General Plan for property at 1210 and 1240 Broadway to go from Light Industrial to Service Commercial. Staff is processing and preparing a Staff report for this request.

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We are currently in the recruitment process to fill the vacant Long Range Planning position.

Environmental Planning

“V” Street Improvements: The “V” Street Traffic Congestion Relief Project, for which we conducted the environmental review and obtained permits, has been completed. This project will improve traffic congestion on Highway 101 at the north end of Eureka by improving traffic operation at the 4th and 5th at “V” Street intersection.

Martin Slough Interceptor: The EIR for the Martin Slough Interceptor project has been certified by the Council, and we are pursuing completion of the NEPA process. The next step will be preparation of permit applications to numerous state, federal and local ageancies. This project involves the installation of a gravity sewer main system within the Martin Slough drainage basin that will convey wastewater to a pump station, where it will then be pumped through a force main to the existing sewage treatment plant. This project will result in a wastewater collection and conveyance system that will have significantly fewer incidences of sewage overflows due to the elimination of 16 lift stations, thus reducing negative impacts to water quality; is more economical to operate; and will meet future capacity requirements for planned land uses within the project area.

Palco Marsh: The City Council adopted a mitigated negative declaration for the Palco Marsh Phase 1A Workplan, and approved the project in Fall of 2004. We are in the process of preparing permit applications for submittal to the regulatory agencies for that work, which will be completed over the next several years. We have taken the first step in the eradication of the common reed in the marsh by burning the reed in mid-March. In addition, we are also working with the Bayshore Mall on a Palco Marsh interpretive sign that will be placed on a wall within the mall.

Waterfront Drive Extension: We are in the process of conducting a complex environmental review for the Waterfront Drive Extension project. The project proposes to extend Waterfront Drive from Del Norte to Hilfiker generally along and within existing North Coast Railroad Authority and City of Eureka rights-of-way. The Notice of Preparation (NOP) for the environmental impact report (EIR) that is being prepared for the project was released in early September of 2004. An agency scoping session was held in mid-September, and a workshop to present the project to the public was held in mid-November. Comments responding to the NOP were received from public agencies as well as members of the public. We are proceeding with preparation of the required technical studies required for the preparation of the EIR. Information on the project is posted on the Community Development Department’s web site.

Martin Slough Enhancement: In conjunction with the Engineering Department, are assisting RCAA with the implementation of their grant-funded Martin Slough Enhancement Project. The general goals of this project are to reduce flooding, enhance riparian habitat, and improve anadromous fish access and habitat in lower Martin Slough.

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We continue to work with the Engineering and Public Works Departments on an on-going basis to facilitate the implementation of their many projects by assuring CEQA compliance and providing permitting assistance.

Enforcement

The primary goal of the Enforcement Program is voluntary compliance. We can achieve voluntary compliance for most situations. However, in some cases, efforts for voluntary compliance are not effective.

We provide staff support to the Community Improvement Team; a joint enforcement effort from all City Departments. We are hoping that we can more quickly handle the non-compliant violations that persist regardless of attempts at voluntary compliance. The joint approach is working well.



EUREKA – A VICTORIAN SEAPORT

ENGINEERING DEPARTMENT

Activities and Status Report First Quarter 2005

Summary of Activities

1. Construction Division

The 2005 construction season is off to a strong and early start. One project was completed this quarter; one project is nearly complete; three projects are starting construction; two projects are out to bid; eight more projects are in design for construction later this year. Sheila Parrott joined the Construction Division in April, filling one of the three vacancies in the division.

2. Development Division

Since January 2005 Staff has been working with Humboldt County Planning on long range transportation planning in coordination with the Humboldt County General Plan Update and with County referrals. County referrals have also brought wastewater issues to the forefront.

3. GIS Division

A scope for CDBG Planning and Technical Assistance Phase 2 is being developed. Development of a web GIS application to display GIS data for City Staff, as well as the general public, is near completion.

4. Traffic/Signals Division

The Traffic/Signals Division has spent a considerable amount of time this quarter working with the State, County a various developers on traffic studies in and around the City of Eureka.

5. Property Management

The City of Eureka purchased five (5) properties at the corner of Myrtle Ave. and Sixth Street. The City has no immediate plans to develop the properties but the in the long term intends to develop low and moderate income housing units there.

Construction Division

Kurt Gierlich
Virginia Beres

Jeff Tedder
Angi Sorensen

Kristen Goetz
Sheila Parrott

The following projects are nearly complete:

1. **High Water Tank Replacement (\$1,477,307)**

Once the painting has been completed the new High Tank reservoir will be placed into service. (Tedder, Pittsburg Tank and Tower).

The following projects have just begun construction:

1. **Fisherman's Terminal (\$5,100,000)**

This project will include; a floating dock at C Street; a fisherman's working dock and work area westerly of C Street; and, mitigation work. The project is expected to be completed by the end of fall 2005. (Siemer)

2. **Water Improvements 2005 (\$560,000)**

This project replaces water mains, valves, and water services on Del Norte Street between Broadway and Railroad Ave., N Street between Del Norte and Trinity streets, and 6th Street between V Street and the Humboldt Bank Plaza, as well as main line valves at various locations. (Tedder, Sorensen, Beres, RAO Construction).

3. **Caltrans 5th and R Streets Project**

The Engineering Department will be the City liaison for this Caltrans project to realign 5th Street and Myrtle Avenue; install a traffic signal at the intersection of 5th, R and Myrtle; provide three lanes of through traffic to V Street; and associated underground utility work. (Tedder)

The following projects were recently completed:

1. **Multiple Assistance Center (\$3,149,000)**

Grand opening was March 18, 2005. Project was designed by Matson Vallerga Architects and constructed by DANCO Builders (Gierlich, Guy Hooper inspector).

The following projects are nearing construction:

1. **Waterfront Drive Connection – Phase 1 (\$875,000)**

This project will extend Waterfront Drive from the Adorni Center to J Street for the State of California Boating Instructional Safety Center. (Gierlich, Mercer-Fraser).

The following projects are out to bid:

1. **Sewer Improvements 2005 (\$500,000)**
This project replaces sewer mains, manholes, and laterals on Tomlinson Ave. between McCullens Ave. west of Broadway, on Highland Ave. between Broadway and Fort Ave., on Madrone Ave. between N and O streets, on Ocean Ave. between Henderson and Creighton streets, on Creighton Street between Ocean Ave. and Garland Street, and between Garland, Summit, Creighton, and Carson streets. (Tedder, Sorensen)
2. **High Water Tank Demolition (\$150,000)**
Once the new High Tank reservoir has been placed into service the old high tank, which was built in 1950, will be demolished. (Tedder)

The following projects are nearly ready to bid:

1. **Commercial Street Fuel Facility and Underground Storage Tank Removal (\$650,000)**
This project consists of underground fuel tank removal and soils remediation, and construction of an above-ground fuel facility at the foot of Commercial Street. Construction schedule is dependent on securing construction funding. (Gierlich, Zoppo, SHN).
2. **Third Street Lift Station and Force Main (\$350,000)**
This project replaces the sewer siphon across the freeway at this location with a lift station and force main. Project will alleviate existing maintenance concerns with the siphon, and will divert flows away from the Hill Street Pump Station. Construction schedule is dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Tedder, Beres, Winzler and Kelly).

The following projects are in design and will be constructed this year:

1. **Old Carson Mill Site Foundry Cleanup – Brownfield Grant project (\$400,000)**
The City received a Brownfield Grant to cleanup the City property northeast of the Samoa Bridge. Project consists of removal of contaminated soil and debris, and long term soil monitoring. Construction will be completed by September 30, 2005. (Gierlich, Gary Bird, SHN, ERM).
2. **Water Reservoir Maintenance Project (\$400,000)**
This project will drain the reservoir to inspect the liner and to replace several valves. A security fence and lighting will also be constructed, as well as replacement of the pumps. Construction will begin around October 1, 2005 dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Gierlich, Beres)

3. **Golf Course Lift Station Upgrade and Campton Road Sewer Line (\$500,000)**
This project will convert the Golf Course Lift Station from a dry well air-pot station to a wet well submersible-pump station. In addition, a sewer line will be constructed to reroute flows from Campton Road to the upgraded station to decrease flows to the O Street and Hill Street pump stations. Construction schedule is dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Gierlich, Beres)
4. **Anode Bed Replacement and Repair of Cathodic System Discontinuities (\$40,000)**
This is a continuing maintenance project on the cathodic protection system on the Cross Town Interceptor Sewer. Construction is anticipated for summer, 2005. (Tedder, Beres, Sorensen)
5. **Central Water Storage Facility Communications Building (\$240,000)**
A new communications building will be constructed at the site of the High Tank reservoir once the demolition of the old High Tank is complete. Construction schedule is dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Tedder, EFD)
6. **Street Overlay 2005 (funding is dependent on available funds)**
Construction of a pavement overlay project this year will depend on the amount of available funds. (Moody, Tedder)

The following projects are in design for 2006 construction:

1. **“C” Street and Piazza (\$1,500,000)**

This project will improve “C” Street from First Street to the Boardwalk, including a public piazza area. The project is being designed and construction is anticipated in summer 2006. Funding is subject to State approval of CDBG grant request made by the Redevelopment Department in April, 2005. (Siemer)

The following projects are continuing:

1. **Phase 2 Wastewater Flow Monitoring**
Phase 2 consists of the installation and monitoring of flow meters to determine wastewater collection system capacity and to identify locations of excess Inflow and Infiltration (I/I). (Gierlich, Sorensen, SHN, Public Works sewer crew).
2. **Martin Slough Interceptor Final Design (\$30,000,000)**
The 10 percent design was completed in March and the Environmental Impact Report was completed and certified by Council in November. Final Engineering Design will be completed by June, 2006. Construction schedule will depend on additional grant funding. (Gierlich, SHN, Brown and Caldwell)

Longer Term Projects:

1. **Waterfront Drive Extension Project (\$10,800,000)**
The extension of Waterfront Drive from Del Norte Street to Hilfiker Lane is currently under environmental review. (Siemer)
2. **Mad River Pipeline, North Arcata Section (\$2,000,000)**
This section of the Mad River Pipeline Project will realign the pipeline around the HSU campus in Arcata. Design will be completed by spring, 2005. Construction schedule will depend on financing. (Gierlich, OLA)
3. **Mad River Pipeline Phases 4-6**
Design and construction of subsequent phases of the Mad River Pipeline project will progress as funding becomes available. (Gierlich)
4. **Sunny Ave and 14th & 'P' Embankment Repairs (\$400,000)**
Preliminary Construction Plans were completed in October, 2003, and have been placed "on the shelf." Construction funding for the projects has not been identified. City staff will continue to visually monitor the embankments for signs of new movement. (Gierlich)
5. **High Tank Pump Station (\$800,000)**
This project will construct a new pump station to provide a backup system to the new High Water Tank. Design will commence once the new High Tank construction is complete, with construction projected to occur sometime in 2006, depending on funding availability. (Tedder)
6. **Railroad Crossings (\$100,000)**
This project would replace the at-grade railroad crossings at various locations. Construction is projected to occur sometime in 2007, depending on State funding availability. (Walter, Siemer)

Other Department Projects and Programs:

1. **Wastewater Facilities Plan and Program (\$900,000)**
The Wastewater Facilities Plan will determine the current condition and capacity of all components of the wastewater collection, pumping, and treatment system. The result of this plan will be a long term capital improvement program, which will also identify phased expansion of the wastewater treatment plant. The first phase of this important program will be initiated this year dependent on Council approval of the FY 2005-06 Capital Improvement Program budget. (Gierlich, Knight)
2. **Water Distribution System Modeling**
This project will create a working model of the City of Eureka water system. The resulting model will be utilized in analyzing and designing future improvements to the

water system, especially with respect to fire flow analysis and the impact of future development. (Tedder)

3. **Storm Water Management Program**

Various departments are involved with the implementation of the City's Storm Water Management Program. Full implementation is expected over a five-year period. (Beres, Siemer, Knight).

4. **Engineering Document Database and Long Term Digital Storage program**

This project will create a computer database for all the Engineering Department files and maps. Program will include the scanning and storage of existing maps and documents into digital file format utilizing the department's new scanner. (Goetz, Beres)

Development Division

Brent Siemer
Kristen Goetz
Angela Martindale

Gary Boughton
Laurie Shannon

Dan Moody
Riley Topolewski

Administration

Development and review of many private and public projects:

Private:

1. Building Permit (review for PIRs and utilities)
2. C Street Reconstruction north of 1st Street
3. Mauer Marsh property donation processing
4. Eureka Pier (Ash-Vellutini)
5. Monitoring Wells and Soil Borings (for contamination plume cleanups)
6. Referrals (City and County)
7. Seaport Village (Goldan)
8. Subdivisions (Bode, Brown, McKenny, St. Joseph Hospital)
9. Veterans Property Transfer

Public:

1. Boating Instruction and Safety Center (state project)
2. Carson Mill Site Brownfield Cleanup
3. Eureka-Arcata Corridor (state project)
4. Eureka Skate Park
5. Fifth & R realignment (state project)
6. Fisherman's Terminal (under construction)
7. 4th 5th and V Street Congestion Relief
8. Multiple Assistance Center (under construction)
9. Palco Marsh (environmental document approved by Council)
10. 7th & Myrtle Avenue site closure
11. Waterfront Drive Connection – Phase I (G to I)
12. Waterfront Drive Connection – Phase II
13. Waterfront Drive Extension - Del Norte to Hilfiker

Development Assistance

Review of:

1. Agreement for Encroachments, Monitoring Wells and Subdivision Improvements, (11)
2. Building Permits, (90 permits, some with several reviews)
3. Certificate of Subdivision Compliance Descriptions, (0)
4. Coastal Development Permits, (12)
5. Conditional Use Permits, (7)
6. County of Humboldt Referrals, (18)

7. Descriptions for City Projects, (1)
8. Design Review, (6 meetings with 26 items total)
9. Development Coordination, (0)
 10. Encroachment Permits (43) including Fence Permits, and Monitoring Wells and Soils Borings within Street right-of-ways
11. Historic Preservation, (2)
12. Indian Island Permits, (0)
13. Infrastructure Mapping and Document Archival, (0)
14. Insurance Reviews, (167, some with several reviews)
15. Lot Line Adjustments, (7)
16. Requests for Service or Complaints, (0)
17. Sewer Permits, (6)
18. Special Permits, (4)
19. Street and Alley Vacations, (2)
20. Tentative and final Parcel Maps, (5)
21. Tentative and final Subdivision Maps, (2)
22. Traffic Study Reviews (23)
23. Variances, (2)
24. Water Permits, (10)
25. Special Events Permits (11)

Regional Transportation Projects

1. Eureka-Arcata Corridor Improvement Project

The Engineering Department continues to provide representation on the Project Development Team reviewing and responding to the impacts of the project, specifically those to businesses and residents within the City limits along the corridor. (Siemer)

Long Range Transportation Planning

1. Greater Eureka Transportation Strategy Plan

The City of Eureka, County and Caltrans will be working with a traffic consultant to develop a “macro” traffic model for Route 101 through Eureka to determine long-range project needs and opportunities. This project is expected to be complete by December 2006. (Siemer, Moody)

2. Humboldt County General Plan Update

Engineering continues to work with County Planning and County Public Works staff to develop general traffic scenarios after the “macro” model is complete. The “micro” models will provide detailed information on intersections and guide the preparation of transportation mitigation program. This program will assess fees on new

development and implement improvements to the transportation network. (Siemer, Moody)

3. Interim Traffic Mitigation Plan

Humboldt County Planning is proposing to implement a transportation fee on new development in the interim as we await the General Plan Update. Engineering will work with the County to provide input and suggestions when requested. (Siemer, Moody)

In addition to assisting citizens at the counter, and working on future projects, Staff also works on the following programs and attends the following meetings:

1. Capital Improvements Program

Each year, Engineering updates the City's Five-Year Capital Improvement Program (CIP), which is used to identify needed capital improvement projects and to coordinate the financing and timing of improvements. The primary purpose of the CIP is to assist in the orderly implementation of the broad and comprehensive goals of the adopted General Plan and for the maintenance and replacement of the City's infrastructure by establishing an orderly basis to guide local officials in making sound budget decisions and by focusing attention on community goals, needs and capabilities to maximize the benefit of public expenditures.

2. City Council

Staff attends the twice monthly Council meetings to answer questions Council may have on Engineering agenda items and to have a better understanding of Council directions and concerns for the City.

3. Disadvantaged Business Enterprise Program (DBE)

In order for the City of Eureka to receive Federal Financial Assistance from the U.S. Department of Transportation (DOT), the City of Eureka is required to sign an assurance that it will comply with 49 CFR Part 26. The City of Eureka has established a Disadvantaged Business Enterprise (DBE) Program in accordance with the regulations of the 49 CFR Part 26. Engineering updates the Program yearly to reflect proposed use of Federal monies during the next fiscal year and establishes a goal for Disadvantaged Business Enterprises participation on each federal financed project.

4. Design Review

Staff attends Community Development's twice monthly meetings and provides

written comments. The comments are generally preliminary notification of conditions or permit requirements from Engineering, in order to perform certain work efforts.

5. **Development Coordination Committee**

Staff attends Community Development's meetings, along with other departments and utility representatives, to coordinate applicants projects and to set conditions.

6. **Emergency Operations**

Staff attends bi-monthly meetings to coordinate County and other agency preparedness and responses to emergency events such as earthquakes, fires, floods, etc.

7. **Humboldt County Association of Governments Technical Advisory Committee**

Staff attends monthly meetings coordinating county agency needs for transportation, pedestrian and bicycle projects.

8. **Humboldt County Liaison Committee**

Staff attends the monthly meetings to coordinate agency and utility projects. The County, cities and each utility company provide information to coordinate projects in the most efficient and costly manner.

9. **Insurance Reviews**

Staff reviews insurance certificates and endorsements for all City contracts and for contractors/persons wishing to work in City rights-of-way under Encroachment Permits. Reviews require a technical knowledge of insurance requirements and documentation which transfers the liability of the action of others working for the City or working within our right-of-ways.

10. **Open Space, Parks and Recreation Commission**

Staff attends the once a month meeting to update the Commission on Engineering projects of their concern and to answer questions the Commission may have.

11. **Parking Place Commission**

Staff prepares the agenda and attends the monthly meeting to answer Commission questions on the agenda items, and provides clerical support to the Commission.

12. Planning Commission

Staff attends Planning Commission meetings to answer City engineering questions the Commission may have on agenda items and to have a better understanding of the Commission's direction.

GIS Division

The following projects or tasks have either been completed or are currently underway during the period of January 1, 2005 to current:

1. **CDBG Planning and Technical Assistance: Phase 2**

A scope has been tentatively prepared for a second CDBG Planning and Technical Assistance grant. Impervious surface mapping, wastewater lateral mapping and development of a city-owned property database are some of the proposed elements.

- *Impervious Surface Mapping*- Mapping of the City's impervious surfaces (roofs, driveways, sidewalks, streets, etc.). This phase of the project will assist with the recently developed Stormwater Permit standards set forth by the NPDES.
- *Wastewater Lateral Mapping*- Mapping of the City's wastewater laterals. Mapping of City's major wastewater infrastructure is complete, with the exception of laterals. 10,000 estimated connections to be attributed.
- *City of Eureka- owned Property Database*- Development of a informational database representing properties (buildings, parks, etc...) owned/maintained by the City of Eureka.

2. **Parcel Database Updates**

Updates to the existing City of Eureka parcel database. Changes in parcel boundaries as dictated by the county assessor's office and various other sources. Ongoing.

3. **Stormwater Infrastructure Inventory**

Development of stormwater basin boundaries to assist in NPDES permit process, minor infrastructure inventory. Underway. Approximately 45% complete.

4. **City of Eureka Sidewalk Areas**

Approximately 70 percent complete. Digital representation of outdated City of Eureka walk area map. On hold.

5. **Web GIS Application Development**

Ongoing development of GIS web applications to support various projects.

6. **Fire and Police Incident Mapping**

Working with third party vendor to develop an application(s) to provide mapping of incidents for Police and Fire department analysis. (Ongoing)

7. **Waterfront Trails Masterplan**

Development of a waterfront trails masterplan to aide in the planning and construction of a City waterfront trail system. (Complete)

8. **Contaminated Site Mapping**

Mapping of contaminated sites in and around the City of Eureka. (Complete)

Traffic/Signals Division

The Traffic/Signals Division of the Engineering Department has spent much of the first quarter of 2005 working with the State, County and private developers on various traffic studies in and around the City of Eureka. This Division has also provided assistance to the Engineering Staff in reviewing traffic issues for various projects that are scheduled for spring and summer of 2005. Projects being worked on by this Division include:

1. **Traffic Signals**

Maintaining operation of the 25 City owned traffic signals is a primary duty for this Division. We also work closely with our Caltrans counterparts on operation and timing of State owned traffic signals within the City. The winter months are often our busiest times for traffic signal maintenance and repair. The winter weather increases the number of callouts for signal maintenance.

2. **Fourth/Fifth and “V” Street Improvement Project.**

The City contractor has completed this project. Improvements include an additional southbound lane on “V” Street and a new left turn lane on westbound Fourth Street. Traffic congestion in the area has been greatly reduced.

Included in the project were traffic signal modifications, which include the implementation of the City’s first emergency vehicle pre-emption system and audible pedestrian signals. The emergency vehicle pre-emption system will aid emergency vehicles responding to calls by changing the traffic signal indication to green prior to the emergency vehicle arriving at the signal. This system will be expanded as other traffic signals are modified. The audible pedestrian signals will aid sight-impaired users to safely cross this segment of busy streets

3. **Fifth and “R” Street Improvement Project (continuing project).**

This is a Caltrans project that has involved City staff coordination and review. Caltrans has advertised and awarded this project for and construction will begin in May 2005.

This project will realign and signalize the 5th and “R” Street intersection. “R” Street between 5th and Myrtle will become a two way street and serve as a major connection from Myrtle Avenue to both 4th and 5th Streets. Emergency vehicle pre-emption and audible pedestrian signals will also be installed at the 4th and “R” and 5th and “R” Street intersections.

4. **Traffic Studies**

Over the first quarter of 2005 several traffic studies have been submitted for review or for final approval. Some of the locations are as follows:

- A. Timber Falls Development in the County
- B. North Coast Co-op at 4th and B Streets
- C. Redwood Marine at Broadway and Cedar
- D. Tydd Street Apartment Complex
- E. Greater Eureka Area/Humboldt County Travel Demand Forecasting Model

5 **Grant Applications**

In February of 2005 this Division submitted a grant application for Transportation Enhancement Activity (TEA) funding in the amount of \$ 11,000 for a Pedestrian Safety Improvement project. We were not successful in acquiring these funds but will continue to seek funding for this important project through other sources.

6. **Parking Items**

During this quarter several Parking Place Commissioners attended training, which was funded by the City of Eureka. The training provided a better understanding of the working relationship between the City's volunteer Commissioners, City Staff and City Council. The main emphasis was in Planning but the information provided was useful to all who attended.

7. **Other**

In addition to the above items, regular items handled during the quarter included:

- 11 Special Event Requests
- 19 Transportation Permits
- 7 Street Light Requests/Complaints
- 8 Work Orders for new signs and/or parking controls
- Traffic Signal Monitoring and Maintenance
- Project Referrals

Property Management Division

In addition to performing routine property management duties, which includes managing real property and administration of leases for the City of Eureka and the Eureka Redevelopment Agency, the following activities of interest occurred during the past quarter.

1. License Renewals and Terminations

Gibb Hunter – Lease to rent Eureka Fisheries building at the foot of “I” Street will be terminated as of May 31, 2005.

Caito Fisheries – Lease with Caito Fisheries to sublease Eureka Fisheries building at the foot of “I” Street from the City will be terminated as of May 31, 2005.

Airport Bed & Breakfast - The City is negotiating a lease with a private party for the operation of the Airport Bed & Breakfast.

2. Acquisition, Sale and Transfer of Property

Acquisition of Easement - The City Council has approved an agreement to acquire an easement from Union Pacific Railroad to extend Waterfront Drive from “K” to “I” Streets. The California Public Utilities Commission has also approved a railroad crossing at “I” Street. This easement will allow the City to extend Waterfront Drive to service the BISC.

3. Activities of Interest

Parcel 4 – Behind the Bay Shore Mall - The California Department of Corrections at High Rock Camp approved a request by the City to provide the labor to remove brush. This will be brush clearing will provide the fire crews experience prior to this year’s fire season.

Humboldt Bay Boating, Instruction, Center (BISC) - The State of California Department of General Services (DGS) in association with California State University Humboldt and the City of Eureka has started construction of the BISC at the foot of “J” Street.

Weed and Brush Abatement - SWAP crews worked three days picking up trash and cut fire lines at Palco Marsh at the foot of Vigo Street. This was to allow for a control burn which took place on March 18, 2005.

Community Service Work Referral Program - Humboldt County’s probation department places people with the City to perform community service work. At the end of the first quarter the City has six individuals performing community service work. Four completed their required number of hours during this quarter. Approximately 192 hours of community service work was performed.

4. **Facilities Inspection**

Inspections of City facilities occur every year. The inspection team consists of a representative from the Fire, Building, Facilities Maintenance Departments, and the Property Manager. The inspections are very beneficial in identifying facility deficiencies and in anticipating future funding needs. The following properties were inspected this Quarter:

January	5	City Hall
	12	Fire Department Headquarters, Myrtle Ave. Fire Station & Henderson St. Fire Station
	19	No Inspection
	26	Police Department - HQ and Police Annex - 3rd and E
February	2	Ryan Memorial Building and Hose Company #6 - 1766 J Street
	9	Humboldt Child Care Council, 110 W. Sonoma
	16	No Inspection
	23	Clarke Museum Annex and Chamber of Commerce
March	2	Corporation Yard
	9	Carson Memorial Building (Teen Center and Camp Fire Inc.)
	16	No inspection
	23	Sewer Treatment Plant
	30	No Inspection

5. **Work Requests Completed**

Roof leak repaired at EDA Plant at the foot of Commercial Street.

Memo

To: David Tyson, City Manager
From:Carolynn Thomas, Finance Director
Date: March 31, 2005
Re: Finance Department Quarterly Status Report

The following activities and accomplishments took place in the Finance Department during the months of January, February, and March 2005:

Annual Budget Development: A “kick-off” meeting for the 2005-06 fiscal year budget was held during this quarter. Each department submitted their budget requests via the new financial software budget module. Amounts submitted were based on the current year budget expenditure levels. Any proposals for program enhancements were submitted using a “service alternative” format. The City Manager will meet with each department to review their requests and put together his 2005-06 budget proposal for City Council consideration during the next three months.

Investment Reports: A quarterly investment report was provided to the City Council. As of March 31, 2005 the fair value of all investments totaled \$14,380,030 at an average yield of 5.25% and an average maturity of 1.96 years.

VLF Gap Financing: During their meeting of February 1, 2005, the City Council approved the sale of the City’s \$445,485 Vehicle License Fee receivable from the State of California. All cities within the State of California receive monthly payments of Vehicle License Fees (VLF) collected on our behalf by the Department of Motor Vehicles. With changes over the past two years in State legislation of the amounts charged for the licensing of vehicles, cities now receive less in VLF payments than in prior years, with the “promise” by the State to “backfill” this shortfall in August 2006.

The City took advantage of the opportunity to receive 90% of this receivable now rather than take the chance the State would not be able to pay the City during the next budget cycle. The actual amount received was \$402,000 in March 2005.

City Web Site Development: Given the city’s need to communicate with their constituents in the most effective and efficient manner possible, it was critical to upgrade the City of Eureka web site as quickly as possible. After extensive review, two consultants for web site development of governmental agencies were selected to make proposals to city staff. Based on qualifications, ease of use by the public and staff, along with their focus on the needs of city governments, the proposal from

Civica Software most closely met the needs of the city. Staff is working with Civica to create a web site that puts a professional and positive “face” on the City of Eureka.

Annual Schedule of Fees Adopted by Council: The annual resolution to adopt a Schedule of Fees and Service Charges was approved by the City Council during the month of March. The fees approved will be effective on July 1, 2005.

Dial-A-Ride/Lift Transportation Services Three-year Extension of Contract: The City contracts with City Ambulance of Eureka, Inc. to provide Dial-a-Ride and Dial-a-Lift services within the community. The current contract ended in December 2002, and since this firm has continued to provide services, the contract was extended through June 30, 2006. This contract amendment memorializes the elimination of the “zone system” and the recent reduction in their fees charged to the City of Eureka.

Quarterly Report: January – March 2005

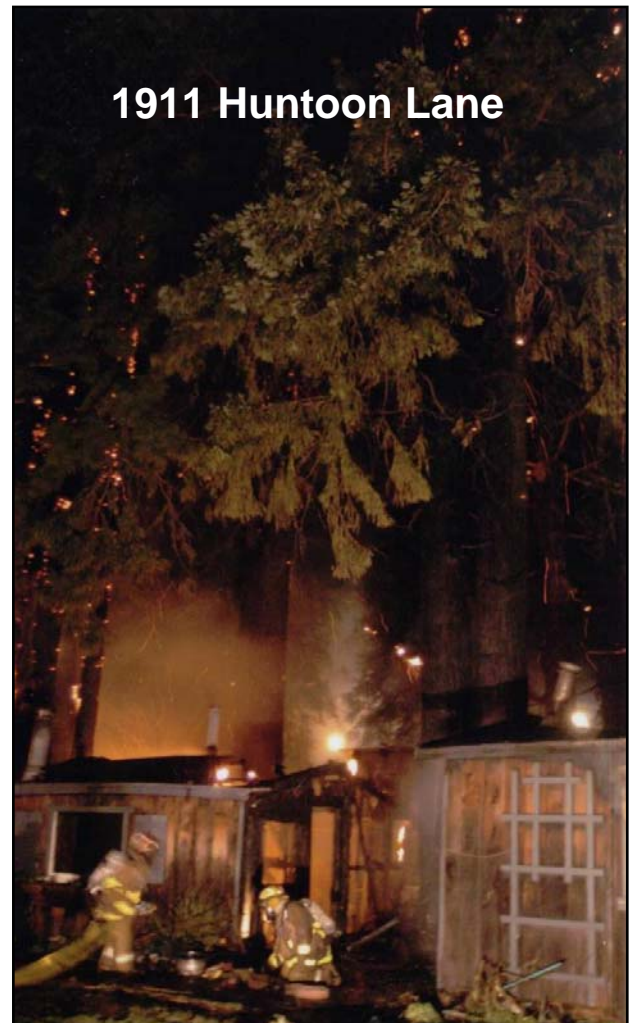
EUREKA



FIRE



DEPT.



MEMORANDUM



To: David Tyson, City Manager

From: Eric Smith, Fire Chief

Date: April 20, 2005

Re: Quarterly Report- First 2005

The beginning of the New Year started out as many do for the Administrative Division of EFD. Continued employee development, budget development (for the upcoming budget cycle), and planning efforts on both a local and a regional basis occupied much of our time. The quarter had many positive notes, but ended on a negative note due to the separation of a long term employee. Chief Yarnall will discuss this further in his report below. Overall, it was another positive quarter, again a testament to the professionalism and dedication of our employees.

The department continued its development of its greatest resource, its employees. During the first quarter of 2005, over 2075 hours of training were accomplished by the members of the department. Much of the department efforts were directed towards our Emergency Medical Technician certification process

Associated with the first quarter of the New Year is our annual budget development process for the forth coming fiscal year. This process requires us to again review our respective operations, identify goals, objectives, and limitations. As most of us are aware, the sluggish economy has historically been the biggest limiting factor. This year however, increasing health care and retirement costs are the truly limiting factors. In developing the budget, it is our one opportunity to bring forth suggestions and ideas for service enhancements. Unfortunately, as a general fund department, we are not normally able to bring forth funding vehicles for these enhancements. Priorities contained in this year's budget include the unfreezing of our part time fire inspector's position, enhanced funding for training, and a mobile data computer for the departments command vehicle. As the budget process continues, these items will be subject to discussion and justification prior to submission to the City Council for review.

As mentioned above, much of our time was spent on planning efforts that will be of benefit on local and regional levels. Our local level planning efforts began with our assistance to the City's Palco Marsh invasive weed project. Chief Yarnall, who represented the fire department in this project, took on a lead role in the permitting, coordination, and successful completion of the Palco Marsh burn. Jim's professionalism and patience was tested several times during the process,

but through a coordinated effort with Lisa Shikany, the Community Development department's project manager, a successful burn took place allowing the City to continue towards the next phase of the Palco Marsh rehabilitation.

An interesting planning and research item of the first quarter centered on a possible addition to our pre-hospital medical skills, the administration of Narcan. Narcan is a drug that is used to deal with the negative effects associated with the use of narcotics. Narcotic overdoses tend to suppress the body's drive to breathe, thus patients become hypoxic, and if left untreated, suffer brain damage and can eventually die. As we respond to a number of these types of incidents, we explored the possibility of adding this skill to our toolbox. Based upon our close proximity to the hospital, ability to utilize enhanced airway management skills (ETAD) allowing us to breathe for the patient until the ambulance arrives and administers Narcan, we have elected to not add this skill at this time.

With the wildland fire season quickly approaching, local planning efforts began with the discussion of a wildland interface fire tabletop exercise. The exercise will be focused towards the Cutten, Ridgewood, and Lundbar Hill areas. Participating agencies will include the Humboldt Fire District #1, California Department of Forestry and Fire Protection, Eureka Fire Department, Humboldt Sheriff/OES and State Office of Emergency Services personnel. The tabletop exercise, while basic in format, will assist agencies in identifying specific roles, unified command, and interdisciplinary coordination.

Other local planning activities involved our participation in the County of Humboldt's community meetings associated with the development of its County-wide Master Fire Plan. The plan, primarily a wild land fire plan, is a component of the County's General Plan. As part of the project, a number of fire agencies in the county held public meetings to discuss and identify the hazards contained within their jurisdictions. The City of Eureka, while primarily urban, does have an exposure to wildland in the southern area of our community. Based upon this, the Eureka Fire Department participated in a public meeting with Humboldt Fire District #1 to identify areas of concern and the associated hazards of specific geographic areas. As part of this process, I also attended the Samoa Peninsula FPD County Fire Plan Meeting. As a regional mutual aid resource to SPFD, I provided information as to the types of equipment and resources that we could provide in emergencies within the District. From this meeting, Chief Bob Durfee and I began, and continue to discuss the possibility of a Mutual or Automatic Aid agreement between our two agencies.

In an effort to improve our response to the College of the Redwoods, while at the same time reducing our commitment of on duty resources to incidents at the campus, discussions with Chief Nielsen of the Loleta Fire District began. Our goal is centered on the development of an agreement for them to assist us with providing contractual fire protection to the College of the Redwoods campus. As mentioned above, with their assistance, we will enhance our initial response to

the campus, while at the same time reducing our commitment of on-duty resources outside of the City. Our talks are promising and I look forward to a long and rewarding relationship with the Loleta Fire District.

Our regional planning efforts were focused on my participation in the County's Homeland Security Grant Committee. As a committee, we have distributed close to \$600,000 to the County's public works, law enforcement, fire service, and agricultural agencies. The City of Eureka has also been a recipient of this funding stream. Our fire department has recently taken delivery of a new technical rescue equipment trailer and face fit testing equipment for our breathing apparatus program. Our Police department, in partnership with the Fortuna, Ferndale, and Rio Dell Police Departments, has recently received a Reverse 911 Notification system which will greatly add to our community notification ability. The system, utilizing computerized GIS technology allows an agency to select a specific area or neighborhood and via a computer and phone interface, dial each residence or business in the selected area and deliver a pre-recorded message. A one can imagine, this new system has not only disaster related use, but even day to day community information use and I look forward to it future use.

As we move into the second quarter of 2005, the challenges continue. We have the challenge of bringing on three (3) recruit firefighters and getting them trained and up to speed prior to the increased activity levels this summer. Our efforts towards the development of our regional training facility are to begin in earnest during the quarter. The arrival of our Live-fire Mobile trainer, a regional resource and source of great excitement, is due to arrive the first of June, months ahead of schedule. These are just some of the challenges that lay ahead of our department, thus another challenging period filled with opportunities to excel.

Respectfully submitted,

Eric M. Smith

**EUREKA FIRE DEPARTMENT
FIRE SUPPRESSION DIVISION
2005 First Quarter Report**

TO: ERIC SMITH, FIRE CHIEF
FROM: JIM YARNALL, ASSISTANT FIRE CHIEF/ OPERATIONS
DATE: APRIL 11, 2005
PERIOD: JANUARY, FEBRUARY, MARCH 2005

Personnel

The reduced staffing in the Suppression Division degraded during this quarter. We began the calendar year with 31 suppression firefighters divided between three platoons. Full staffing is 36 suppression firefighters with 12 per platoon. An engineer was recovering from a workers' comp shoulder injury was forced to remain on light duty approximately one month longer than originally anticipated due to an extended recovery period. The situation became compounded with another engineer being involved in an off road vehicle (A.T.V.) accident resulting in a significant lower arm fracture. He is expected to return to full duty but the recovery is expected to three months. Injured employees are utilized performing needed administrative tasks but can not contribute to the minimum daily staffing of 10 firefighters. Currently we are staffed with 30 suppression personnel with 10 personnel per platoon to staff three engines and one truck. We must have a daily minimum staffing of 10 firefighters to accomplish this. This means that every vacancy whether caused by vacation, sick, training leave, etc. requires the hiring of overtime. In late December I provided you an overtime projection for the balance of the current fiscal year. I projected that if there were no additional injuries or personnel separating employment that the salary savings from the budgeted but vacant positions would cover the added overtime expense required to maintain minimum staffing. Unfortunately we have had additional injuries and the problem will become more severe shortly.

Captain II Tod Reddish has announced that he will be leaving the Eureka Fire Department after 19½ years of service. He has accepted a position as an assistant fire chief with the U.C. Davis Fire Department in Davis California. Tod is a very knowledgeable and capable individual who has been a key player within the department for years. The loss of personnel of his caliber leaves an impact on the organization much larger than just filling a vacant position. We wish Tod well in his new career as a fire chief.

On January 28, 2005 you informed me that the department was given the approval to establish a hiring list and hire replacement firefighters. I have been working very closely with Cindi Ricards from the Personnel Department who has been invaluable in this process. To date the process has included an application period, written examination, physical abilities test, oral exam followed by the department fit interview. We have selected three candidates who are now undergoing back ground checks. If they clear the back ground check they still must pass psychological and medical exams. We are planning to begin the six week recruit academy on June 1st with personnel coming on shift approximately July 15th. This recruitment and training process is prolonged however Cindi and I have compressed it as tightly as possible. My goal is to have new personnel on shift as rapidly as possible to reduce the overtime spending.

We are anticipating holding promotional exams for the positions of Captain II and Engineer to fill anticipated vacancies. The selection processes will take place in the 05-06 fiscal year.

Eureka Fire Fighters Local 652 (EFL) was involved with meet and confer with the City of Eureka. Tentative agreements had been reached in a relatively smooth and efficient process when parties were informed of massive increases in health insurance premiums. After much discussion and investigation the City covered the insurance increase. Members of EFL 652 are very appreciative of the City's offer and commitment to its firefighters.

During February and March all members successfully completed their annual physicals. The physicals address mandatory requirements of NIOSH and OSHA and allow firefighters to wear SCBA's for interior firefighting. HazMat Team members also receive stress tests and blood analysis. Fortunately no major problems were discovered during the exams.

Apparatus

The City's fire apparatus while still in a serviceable status two front line engines purchased in 1991 are beginning to show their use. Both engines have approximately 100,000 in town and code 3 miles and approximately 9000 hours. While there is no replacement requirement for apparatus an accepted industry standard utilizes engines in front line service approximately 12 years and 10 years as a reserve apparatus. Unfortunately the City purchased two identical engines in 1991 or 14 years ago. Ideally apparatus purchases are staggered to avoid the impact of multiple purchases of apparatus in the same year. With this in mind I met with Bruce Young and discussed the need to purchase at least one new engine during the 06-07 fiscal year followed shortly with an additional engines within two to three years. This will attempt to stagger these large capital purchases. Bruce was supportive and recognized the need for planned replacement. We will need to begin the planning process for a replacement engine as the delivery time can be as long as 10 months after the order is placed

with the apparatus manufacturer.

Training

The emphasis of training during the first quarter was directed at personnel meeting the requirements to recertify as Emergency Medical Technicians (EMT). All personnel have obtained their recertification. Engineer Patrick Lynch deserves recognition as the department's sole paramedic who can provide oversight of the recertification process. This year the process was significantly changed by Northcoast Emergency Services and its state parent agency.

Continued progress is being made on the Hilfiker training site. The existing shipping containers were outfitted with functioning windows in preparation of stacking the containers in a tower configuration. We are continuing to pursue the certification of personnel to the level of Rescue Systems 1. This training will be invaluable in the event of a seismic event requiring rescue of trapped civilian or fire personnel. If funding is obtained we will continue to develop the site to meet State certification requirements.

Grants

Continued progress is being made in the grant arena. In the fall of 2004 the City was awarded a FEMA grant for the purchase of a fire simulation trailer. Personnel conducted research, developed specifications and solicited bids. The contract was awarded to Fireblast a southern California manufacturer. The custom built unit is currently under construction and is anticipated to be delivered in September. We have just submitted the 2005 FEMA grant application for a diesel exhaust mitigation program. Diesel exhaust is a known carcinogen and is a health and safety issue particularly in the fire stations. The grant if obtained would place exhaust filters on the apparatus to remove the carcinogen particulate material in the exhaust. In addition exhaust fans would be placed in the apparatus rooms of each station to remove the non particulate emissions.

We have also just submitted an Office of Traffic Safety grant application for the replacement of our aging Jaws of Life power units. Shortly after grant submission we were contacted by a grant representative and asked if we would serve as the grant administrator for Eureka, Fortuna and Orick. Fortuna and Orick also applied for extrication equipment and the grant representative indicated that a regional approach would have enhanced potential for approval. We agreed to serve as the grant administrator if successful.

Facilities

The large pine tree at Station, identified as a hazard in December, was removed by a private contractor and has allowed for more useable space at the station.

Other

The department worked closely with Lisa Shikany from Community Development to conduct a prescribed training burn in the Palco Marsh. The burn was a preliminary step to eradicate the invasive common reed in the marsh. The burn also provided the department with excellent wildland live fire training. The combined effort involved the department, Community Development and the Eureka Police Department. Prior to the burn approximately 40 yards of non approved combustibles (garbage) was removed from the burn site with labor provided by the Humboldt County SWAP program. The burn was conducted on March 18th with favorable weather conditions and under the supervision of the North Coast Unified Air Quality Management District. The burn was a success from both a training opportunity and an eradication effort viewpoint.

**EUREKA FIRE DEPARTMENT
FIRE PREVENTION BUREAU
2005 First Quarter Report**

TO: ERIC SMITH, FIRE CHIEF
FROM: RICK BENNETT, ASSISTANT CHIEF/FIRE MARSHAL
DATE: APRIL 11, 2005
PERIOD: JANUARY, FEBRUARY, MARCH 2005

NARRATIVE:

Last month we provided information to City Council relative to charging fees for the inspection of hotels, motels and apartment buildings. The fees for these State-mandated inspections would be used to support the Fire Inspector position. The fees for these inspections are found in the City's fee schedule, which was reconfirmed by the City Council in March.

Police Chief Douglas, and I brought a revised alarm ordinance to the City Council, which was passed. We are now looking for the most efficient means to track false alarms. Ideally, we will be able to track them through the computer aided dispatch system and companion software, which we are currently researching.

I have submitted a grant request to FEMA in the hopes of receiving funds for a public education model used to show the hazards to be found around the home. If this grant is successful, it will require matching funds of about \$2500.00. I plan to work with community groups to try to secure these funds. No further work is anticipated on this project pending approval from the granting agency. If this grant is successful, it will help to revitalize our public education program.

We are working with City staff on a revised web site design. Staff is currently developing annual budget performance indicators for divisions within the fire department. We assisted with firefighter recruitment and will be participating in recruit training in the ensuing quarter. We assisted other City departments with abatement of the Joke House. Staff hours were used to help prepare for the peace march and the local Jazz Festival.

Prevention Bureau personnel attended EMT recertification training and attended liability training presented by Gordon Graham. Captain II Emmons attended State Fire Marshal Fire Prevention 3A – Sprinkler hydraulics and calculations, and 3B – Plan Review courses for professional development.

HAZARDOUS MATERIAL RESPONSE TEAM:

The regional Hazardous Material Response Team personnel responded to five

Level I incidents in the reporting quarter. We responded to one Level II incident in Crescent City, which was a leak of aqueous ammonia. Revised policies have been approved by Chief Smith and we are now using revised apparatus/equipment checklist for equipment inspections. We are preparing the annual budget to be presented to the Regional Hazardous Material Authority in April and we are updating our annual training plan. Engineer Laidlaw has been assigned the HMRT training officer.

FPB ISSUES:

- We are working with other City departments on
 - BISC
 - Parcel 4
 - Sweazy Theater
 - Waterfront Development Projects
 - Lundbar Hill Subdivision
 - Veteran's Center
 - Harley Davidson
 - Code compliance with various occupancies

FIRE PREVENTION BUREAU DATA:

FPB CAPTAIN: Last Quarter Year to Date
 Number Hours Number Hours

Code Enforcement				
License				
Complaints				
Construction	3	3	3	3
Occupancy	3	2	3	2
Special				
Miscellaneous				
City Facilities	6	6	6	6
TOTALS	12	11	12	1

FPB FIRE INSPECTOR:

	Last Quarter	Year to Date
R-1 Inspections	131	
R-2, R-3, R-6, E-3	9	9
Commercial Inspections	0	0
Weed/Trash Abatement	16	16
Complaints	2	2

Alarm/Sprinkler Systems	0	0
Classes/Meetings Attended	1	1

FPB REVENUE:

	Last Quarter	Year to Date
Plans	1461.15	1461.15
Permits	0	0

SUPPRESSION DIVISION PRE PLAN INSPECTIONS:

	Last Quarter	Year To Date:
Blocks	81	81
Inspections	270	270
Re-Inspections	98	98
R-1 Occupancies	28	28
R-1 Re-Inspections	7	7

CITY OF EUREKA
PUBLIC WORKS/BUILDING DEPARTMENT
Quarter Report
January to March 2005

BUILDING DEPARTMENT

The 1st quarter valuation of \$3,510,088.61 is down by 36% from last years 1st quarter valuation of \$5,494,421.55. The Building Division issued 280 permits for the quarter. Staff conducted approximately 997 inspections, 55 plan reviews, and investigated 41 new code enforcement complaints. During the quarter 32 code enforcement cases were resolved.

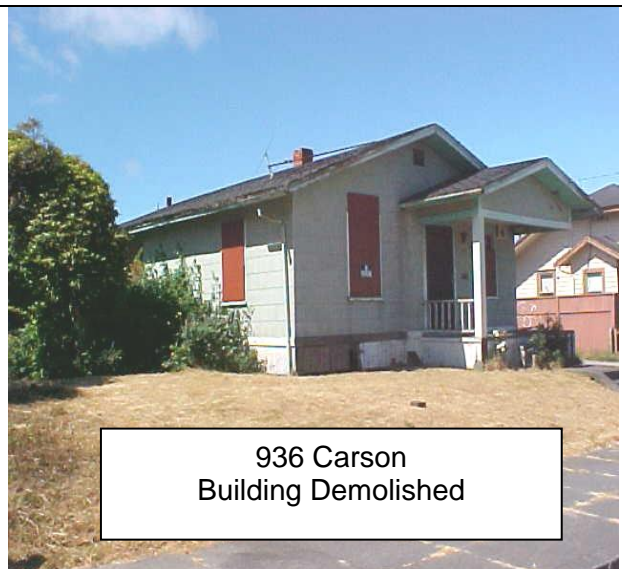
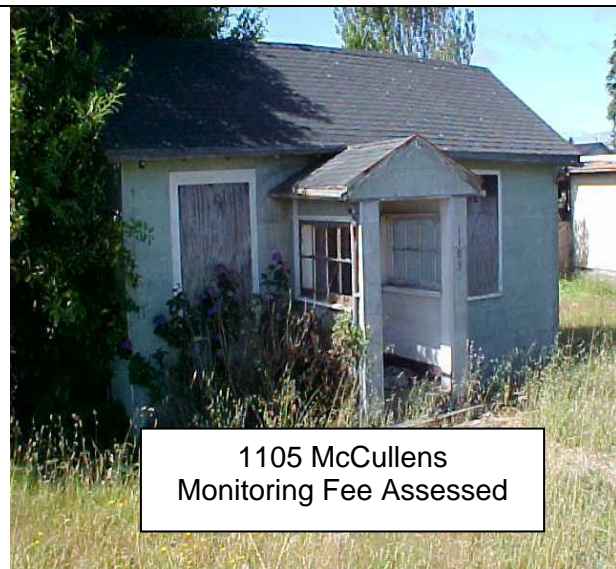
Permit Type Totals			
	No. of Permits	Valuation	Fee's
Commercial	2	\$562,261.60	\$6,756.13
Demolition	11	\$0.00	\$564.00
Electrical	42	\$0.00	\$2,543.35
Improv. Commercial	27	\$749,250.00	\$18,748.47
Improvement Residential	81	\$679,323.06	\$21,363.26
Mechanical	18	\$0.00	\$922.65
Misc.	0	\$0.00	\$0.00
Multi-Family	2	\$454,005.61	\$7,889.48
Plumbing	22	\$0.00	\$942.70
Redevelopment	1	\$8,174.00	\$168.07
Reroof Commercial	9	\$275,551.00	\$3,284.41
Reroof Residential	54	\$387,065.00	\$7,953.53
SFD or Duplex	3	\$310,428.34	\$6,088.67
Signs	8	\$83,030.00	\$3,019.82
T.I.	2	\$1,000.00	\$139.11

Quarter Summary					
	January	February	March	Quarter Totals	Last Years Totals
Permits ISSUED	85	103	92	280	278
Permits FINALED	45	87	69	201	174
Valuation	\$1,052,822.81	\$1,565,292.68	\$830,414.08	\$3,448,529.57	\$5,494,421.55
Inspections Performed	257	395	345	997	925
Plan Reviews	19	15	21	55	49
Redev. Permits ISSUED	0	1	0	1	55
Redev. Permits FINALED	2	0	0	2	4
Redev. INSPECTIONS	0	6	0	6	18
Seismic Residential Fee's	\$32.72	\$49.74	\$68.82	\$151.28	\$219.94
Seismic Commercial Fee's	\$201.91	\$263.85	\$45.92	\$511.68	\$415.03
Fire Plan Check Fee's	\$597.44	\$896.16	\$298.72	\$1,792.32	\$1,917.01

CODE ENFORCEMENT					
	Jan	Feb	Mar	Totals	Last Years
Complaints OPENED	16	15	10	41	45
Complaints CLOSED	17	7	8	32	34
Chronology Actions	93	76	51	73	242
# of permits	1	0	1	2	15
Investigation Fee's	\$47.00	\$0.00	\$55.45	\$102.45	\$1,257.15

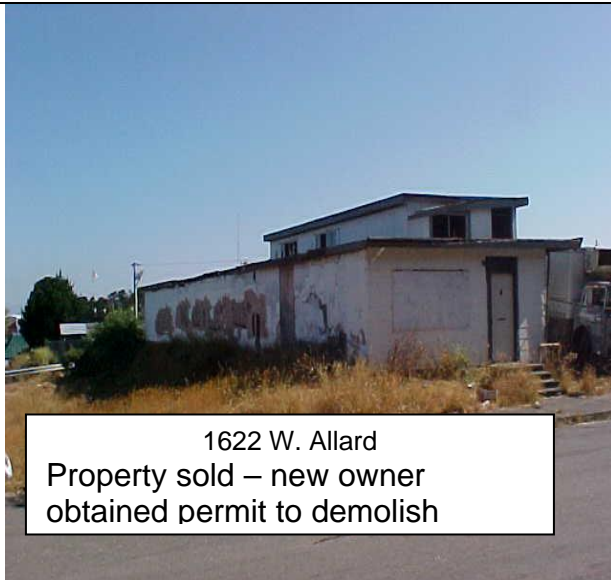
Vacant and/or Boarded Buildings

Vacant and/or boarded building monitoring inspections were conducted in March 2005 in conformance with Eureka Municipal Code § 150.095. Sixteen (16) buildings/properties were inspected, seven (7) properties were assessed a \$200 monitoring fee, a Notice of Inclusion was mailed to three (3) owners, and four (4) owners obtained building permits for repairs in conformance with the ordinance and two (2) buildings were demolished.





3524 G Street
Property sold – Notice of Inclusion sent
to new owner



1622 W. Allard
Property sold – new owner
obtained permit to demolish



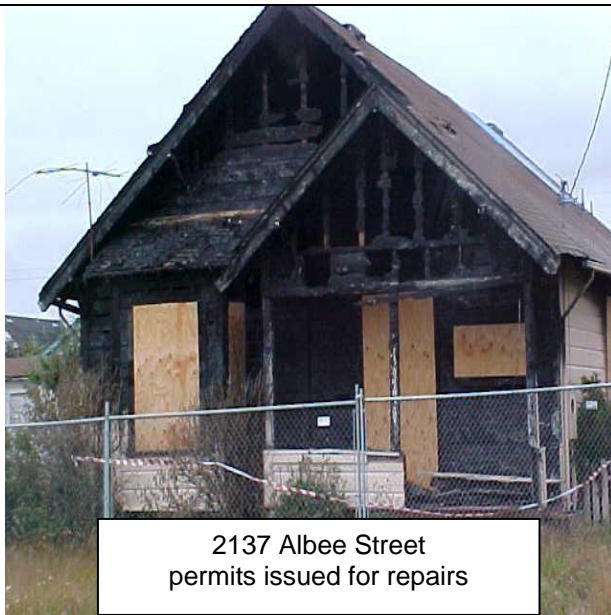
1423 Little Fourth Street
permits issued for repairs



2104 A Street
permits issued for repairs



1522 Third Street
Monitoring Fee Assessed



2137 Albee Street
permits issued for repairs



2624 'U' Street
Monitoring Fee Assessed



3569 Spring Street
Monitoring Fee Assessed



2010 First Street
Monitoring Fee Assessed



2154 Albee Street
permits issued for repairs



3015 I Street
Notice of Inclusion sent



428 Eighth Street
Notice of Inclusion sent

COMMERCIAL PROJECTS

Address	Owner	Type	Valuation
1021 E	Brady	Convert Daycare to Triplex & Office to Dwelling Unit	\$75,000
304 Sixth	Eghtesad	Roof Truss repair and roof anchor	\$60,000
1315 Fourth	Lundblade, F	New Office Building	\$552,261
2440 Sixth	Umpqua Bank	Office Alterations	\$250,000
1006 W Wabash	Costco	Enlarge Produce Walk-in Box	\$99,000
2830 G	Davenport	T.I. @ portion of each floor	\$40,000
517 Fifth	Ollivier	Addition of Office area's	\$18,000
626 A	Davidson	Windows, siding	\$35,000

RESIDENTIAL PROJECTS

Address	Owner	Type	Valuation
1243 Myrtle	Schneider	Apartment Complex – One	\$249,355
1243 Myrtle	Schneider	Apartment Complex – Two	\$204,649
2014 I	Luther	Garage	\$15,839
1423 Little Fourth	Barnett	Remodel	\$18,000
1622 Harrison	Furia	Garage	\$24,041
3112 Pine	Watts	Remodel Kitchen and Bath	\$27,748
2405 23 rd	Eureka Internal Medicine	Demo House	0
1017 G	Rowe	Enclose portion of porch & add greenhouse	\$5,000
2520 G	Neal	Addition	\$16,136
2905 H	Camilli	Garage	\$12,162
1007 F	Lefevre	Interior remodel	\$30,000
123 W Washington	Black	Repair foundation	\$16,000
1213 N	Palmer	Rehab residence	\$41,300
814 J	Boughton	Remodel kitchen	\$25,000
1333 11 th	Herriott	Addition	\$23,761
2104 A	Stevens	Fire damage repair	\$33,000
1771 Eastwood	Dorman	Add 20' to garage	\$22,000
3571 Oregon	Jones	Addition	\$22,195

RESIDENTIAL PROJECTS

2905 H	Camilli	2-story addition (storage/shop)	\$35,095
2137 Albee	Vion	Fire damage repair	\$24,000
1205 S	Cortopassi	New SFR	\$121,078
2102 S	Barker	Remodel	\$20,000
841 R	Katri	New SFR	\$127,791

UNREINFORCED MASONRY BUILDINGS

The City enacted an ordinance in 1990 titled “Earthquake Hazard Reduction in Existing Buildings”. The ordinance is a mandatory retrofit ordinance that required building owners to bring their buildings into compliance or demolish the building within 5 to 7 years depending on the hazard level. The ordinance was amended in 1996 and 2002 ultimately extending the deadline for compliance to January 2005.

Of the 55 buildings identified as potential unreinforced masonry buildings in 1990, eleven (11) remained on the list on January 1, 2005, the deadline in the ordinance to either seismically upgrade the building or have it demolished.

The City Council held a special meeting on March 16, 2005, to receive an Annual Progress Report from the Building Official, receive public testimony and consider alternatives for future action. At the conclusion of the Special Meeting, the City Council voted to direct the Building Official to continue to enforce the current ordinance and work with owners with positive retrofit plans to process a time extension.

Ten (10) buildings now remain on the City’s unreinforced masonry building list. Winzler & Kelly, Consulting Engineers, completed a series of tests on the Clarke Museum and determined the building is in fact reinforced and not subject to the City’s ordinance. A Notice of Compliance has been prepared and will be recorded in the Humboldt County Office of the Recorder. Three (3) building owners have positive retrofit plans and will request a time extension from the City Council. Two (2) buildings are offered for sale and the City of Eureka intends to demolish the vacant storage building at the Foot of J Street as a part of their Waterfront Drive extension project.

UNREINFORCED MASONRY BUILDING LIST
April 2005

NO.	ADDRESS	HAZARD	RETROFIT STATUS	PERMIT ISSUED	WARNING PLACARD INSTALLED	COMMENTS
1	501 3 rd ST. Carson Block Building	H	No action to date	No	Yes	Request for time extension being processed.
2 (8)	215 F ST Ricks Building	H	No action to date	No	Yes	No Action to Date
3 (12)	325 2 ND ST Six River Brewery	H	No action to date	No	Yes	Property is offered for sale.
4 (13)	213 G ST Buhne Building	H	Engineering being developed.	No	Yes	Request for time extension being processed.
5 (16)	503 2 nd ST. 123 F ST.	H	Partial engineering	No	Yes	Request for time extension being processed.
6 (18)	238-240 E ST Clarke Museum	M	No action to date	No	Yes	Structural analysis confirms building is reinforced. Building removed from urm list.
7 (19)	525 F ST Rialto Theatre Building	L	No action to date	No	No	Owner working with Engineer on retrofit plan and may apply for time extension.
8 (24)	211 5 TH ST Lloyd Building	H	No action to date	No	Yes	No action to date.
9 (26)	3900 Broadway Hilfiker Pipe	M	No action to date	No	Yes	No action to date.
10 (36)	426 3 RD ST	H	Permit Issued 1996 Project not started and permit is expired	Yes	Yes	Property is offered for sale
11 (37)	FOOT OF J ST	L	No action to date	No	Yes	City to demolish property as part of Waterfront Dr.

PARKS/MAINTENANCE DIVISION

SEQUOIA PARK

A homeless encampment location near Glatt Street required extensive cleanup which was coordinated with the Eureka Police Department. The police investigated the site and removed the campers. Park staff cleaned up the area and disposed of the refuse.

In the Sequoia Park Garden, the daffodils are starting to grow and should put on a nice floral display for early spring. The primroses planted around the wishing well have provided good winter color for the public to enjoy even on a rainy day.

At the Zoo, park staff used a sod cutter to re-grade the existing turf grass around the new entry pavilion sidewalk area. The half circle planter near the small animal house was also leveled to grade to reduce any tripping hazard. Park staff met with the contractor and landscape designer to facilitate the development of a landscape plan for the site.

Park staff installed a new 6 foot hardwood memorial garden bench that was purchased by the family of Mae and Ralph Liddle to honor their parents. Work continued on pruning hedges at the Sequoia Park Zoo and planter beds were cleaned of winter storm debris. Zoo turf grass areas were mowed and trimmed.

Along the duck pond road, two sections of redwood split-rail fencing were damaged by a vehicle and had to be completely rebuilt. Park staff has started a late closing shift for Sequoia Park and Myrtle Grove Cemetery. The facilities will be closed at later times as the daylight hours grow longer in the spring season.

At the Sequoia Park Garden, the greenhouse was cleaned and sanitized to prepare for the propagation of annuals for the summer flower garden. The winter daffodils are being removed and the planter beds will be tilled and raked. The greenhouse work area was also cleaned and reorganized to get ready for the gardening season.

In memory of Brooke DeWitt, a bronze memorial plaque was installed at the entrance to the Garden Gazebo. The plaque states: "In loving memory of Brooke Pierce DeWitt 24 Nov. 76 – 06 Nov. 04." A newly developed pink/white marguerite daisy was planted around the plaque and on the opposite side of the gazebo entrance. Last fall, Brooke had potted up the last shipment of the Larry Rien day lily collection. These lilies were the best of the best and they have now been planted around the sides of the garden gazebo to complete the memorial.

The large Escallonia hedge along W Street was trimmed and cleaned up in preparation for the opening of the new Zoo Entry Pavilion.

A California Conservation Crew worked at pruning back brush along the park maintenance road that runs behind the Zoo and over to the Glatt Street fountain.

PARK FACILITIES

At Carson Park, the Henderson Center Kiwanis Club completed a public service project to rake out all the perimeter planters around the park. Park staff repaired the mounting brackets on the dinosaur rocking playground equipment and trimmed hedges.

Several homeless campsites were cleaned up at Clara May Berry, Halvorsen and West Plaza Park. The Eureka Police Department assisted by removing campers prior to cleanup work.

All park areas have received routine maintenance. Painting over graffiti and illegal household dumping continue to be significant maintenance concerns throughout the park system.

Turf grass areas were mowed as often as weather and saturated soil conditions would permit. Mowing was completed at Hartman and Kennedy ball fields, Carson, Ross, Hammond, Highland and 20-30 Parks. The remaining park sites will be mowed as soon as the soil starts to dry out a little more.

Park staff continues to provide routine daily maintenance at park facilities. Graffiti removal and illegal dumping clean up are ongoing maintenance concerns throughout the City.

LANDSCAPE FACILITIES

Several homeless campsites were cleaned up at the Adorni Center, Sacco Amphitheater, Samoa Bridge, Humboldt County Library, and the Boardwalk. Garbage buildup from homeless activity in the Old Town area has been an increasing problem during the winter months.

Street tree pruning and tree well cleaning work continued throughout the City. Trees were re-staked and tied as needed and several tree wells brought up to sidewalk grade with fill dirt to reduce tripping hazards.

In Henderson Center, at the request of the SBC phone company, several banners and flags had to be removed from utility poles along Henderson and Harris Streets. SBC needs to access the poles during a utility upgrade project and does not want banners installed on the poles in the future.

In preparation for the Jazz Festival, the Municipal Auditorium planters were weeded and raked clean while the turf was mowed and edged. The Fourth and G parking lot planters were trimmed and cleaned out prior to the festival tent being set up. At the Adorni Center, all the planters were weeded, trimmed and raked prior to the event.

At the Boardwalk, park staff weeded and cleaned all the planters and installed new plant material as needed.

At City Hall, the hedges were all trimmed and the planter beds weeded and raked out. Seven new Hebe flowering shrubs were planted near the 6th Street entrance.

FACILITIES MAINTENANCE

At the Eureka Police Department office, the backup electrical generator was repaired and uninterruptible power supply (U.P.S.) units were installed. Contract repainting of the first floor interior walls was completed.

At City Hall, a contractor installed new ceiling frames and panels on the second floor hallway and the City Manager's office. Staff office furniture and equipment for the Personnel Department were moved as needed to accommodate staff promotions and reassignments. A new wall and doorway was constructed to create an office for the Purchasing Agent. An information center cabinet was constructed and it will be installed in the third floor entry hallway in the near future.

At the Corporation Yard, a new heater was installed at the sweeper shed and construction work started on the new office for the Water Division Supervisor. Installation and programming work continued on the new sewer alarm system and level controls were installed for the "O" Street lift station. Facilities staff also repaired the sewer camera's wiring.

At the Sequoia Park Zoo, phone and computer cables were installed at the new Entry Pavilion. The Barnyard sewer pumps were repaired and cleaned as needed. A new basketball pole was installed at the Ryan Youth Center.

The second floor shower at Fire Headquarters was completely rebuilt and a new electrical service pole was installed at the Hilfiker Street drill site.

Vandalism repairs were necessary at several sites throughout the City including boarding up the old motel at 5th Street and Myrtle Avenue and replacing damaged parking lot and walkway lighting fixtures. The Old Town Gazebo fountain water pump was damaged by vandalism and had to be removed for repair.

To prepare the Municipal Auditorium for the annual Dixieland Jazz Festival, the front façade of the stage and the lobby entry arches were repainted. The entire wood floor of the auditorium was cleaned and refinished. Facilities staff provided operation and custodial support throughout the three day event.

WATERFRONT FACILITIES

Harbor staff assisted the Water Division in completing a repair to the Commercial Dock B fire suppression water system. Several sections of 4" x 12" decking wood were replaced with new material.

The landscape area around the mowed, edged and cleaned up. trimming was completed along sections of Waterfront Drive. landscape planters is currently



Wharfinger Building was Weed abatement, mowing and Harbor Way and nearby Hedge trimming work in all underway.

EUREKA PUBLIC MARINA

Eureka Public Marina maintenance work included the pressure washing of the two lane public launch ramp and the adjoining wooden dock; the gangways leading to A, B, and C Docks; and the main walkway connecting all the docks. Approximately one-half of the Marina dock surfaces were pressure washed during the last three months.

One power pedestal was completely replaced and another was rebuilt on site. One broken dock rope cleat was replaced and the discontinued auto-dial alarm poles were removed. The auto-dial system had been replaced last summer with an upgraded public phone service at each dock entry.

A total of six derelict vessels were removed from the Marina and Commercial Dock B. Four vessels were old abandoned fishing boats and two were sailboats. All of the vessels were in extremely poor condition and endanger of sinking. The four fishing boats were inspected by the Coast Guard and California Fish and Game and determined to be a hazard to navigation and Humboldt Bay. All six vessels were towed by Brusco Tug Service to the Harbor District's boat yard in Fields Landing where they were lifted out of the bay and stored on land. The two sailboats were cutup and disposed of and the four fishing boats are going to be dismantled in the near future.

BOARDWALK

Several banners were cut up by vandals and had to be removed. A rotary sander was purchased to help with the removal of graffiti from the wooden railings along the waters edge. Graffiti has increasingly become a problem on all Boardwalk surfaces.

Harbor staff have been spending more time cleaning up trash and debris left by homeless people camping under the Boardwalk or occupying benches along the west end of the facility.

PUBLIC WORKS ADMINISTRATION

The Public Works Administration Office has been busy addressing weather related issues and numerous service requests. The use of City rental facilities diminished during January and February due to winter weather. However, March has sparked an increase in interest for facility use as the end of the school year is fast approaching and summer plans are being made. The following rentals took place during the 1st quarter of 2005:

1 rental at Cooper Gulch
2 rentals at the Municipal Auditorium (This does not include the recreation programs)
4 rentals at park facilities

The Administration Office has been engaged in the training and implementation of a new computer software program. With the increased responsibilities and assignments in the Public Works Administration Office, a part-time hourly employee has been added to the staff.

RECREATION & ZOO DIVISION

YOUTH PROGRAMS

Our two most popular youth programs were both underway and helped get the first quarter of 2005 off to a good start. After school recreation, offered in conjunction with Eureka City Schools, has expanded and now serves an estimated 700 youth on a daily basis. Eight different schools sites are involved in the After School Program. We have developed a strong partnership with Eureka City Schools with this program. We anticipate receiving approximately \$140,000 for providing recreation services to Eureka City Schools.

Hoopsters Basketball began its seventeenth year under city sponsorship. Over 900 participants were involved in the 2005 Hoopsters Program. Hoopsters basketball received excellent support from the community with over 100 volunteer coaches. Over 60 local businesses sponsored Hoopsters basketball teams. League play was scheduled to conclude April 9.

The John Ryan Youth Center enjoyed increased popularity during the first quarter of 2005. Expanded programming resulted in a new teen program: P.U.L.S.E. (Teens Promoting Unity, Leadership, and Service in Eureka.) The program is very popular and has helped fill a void in teen activities.

The Recreation Division Annual Easter Egg Hunt was held on March 26 at Carson Park. Approximately 600 children participated in the hunt.

Summer program plans are underway. Summer activities will include a playground program at Ross Park, a day camp program at the John Ryan Youth Center, and a Learn-To-Swim Program at the Eureka High School swimming pool. Special classes for youth will include golf and tennis lessons.

Participation in youth programs exceeded 78,000 for the quarter.

ADORNI RECREATION CENTER

The Adorni Center was heavily used throughout the first quarter. Youth and adult sports league activities were scheduled on a daily basis. Hoopsters Basketball was played on weekday afternoons and weekends. Adult sports league were played on weeknights.

Special events/rentals occurring in January include functions hosted by the Rotary Club and Eureka High School. In February, a dinner was hosted by Relay for Life. Vector Health hosted their annual Gala Chocolate Party and the HSU/CR Nursing School hosted a graduation dinner. The Redwood Dixieland Jazz Festival began setting up the Adorni Center on March 30 for their festivals.

Adorni Center Attendance exceeded 10,000 for the quarter.

ADULT PROGRAMS

Women's volleyball and men's basketball leagues played on weeknights throughout the first quarter of 2005. Thirteen teams are participating in the Women's Volleyball League and thirty-two teams are participating in the Men's Basketball League.

Adult special classes during the first quarter included Yoga, Tai Chi, Dog Obedience, Boating and Art.

Plans for summer programs call for men's, women's, and coed softball leagues. Adult lap swimming will be featured daily as part of our summer swim program. A series of special classes will be offered during the summer.

Participation in adult programs approached 7,000 for the quarter.

REVENUE

Recreation revenues during the first quarter approached \$140,000. The After School Recreation Programs produced \$71,000 to lead all youth programs. Adult program revenues were paced by the Men's Basketball League. Adorni Revenue generated approximately \$15,000 during the quarter.

EUREKA WHARFINGER BUILDING

Rental activities at the Wharfinger Building have increased dramatically, up some 30% over 2004. Wedding receptions, dinners and meetings are proving to be the most popular use of the Wharfinger Building. Rental rates have been amended and will be enacted on July 1, 2005, Plans are underway to finish and furnish the downstairs area of the Wharfinger Building, thereby providing an additional room for public rental. We anticipate having the room available for public use by the end of the year.

ZOO

Sequoia Park Zoo has a new look! Construction of the entry pavilion is complete and is now partially open to the public. New zookeeper's quarters have been utilized this month. The zoo foundation's new gift shop celebrated a grand opening on Easter Sunday. The gift shop reported record high sales for the grand opening. The new multi-purpose room will be available for public use in May. Rental policies and procedures have been drafted and are being reviewed. Multi-purpose rentals will be administered by the recreation division.

The small animal house has been resided and re-roofed to match the entry pavilion. Other improvements include landscaping and exterior staining of the primate exhibits.

Exhibits for the Interpretive Center will be installed in June. A grand opening is scheduled for July 9-10. "Secrets of the Forest" is the theme for the Interpretive Center and will feature educational, interactive and live animal exhibits. We expect the Interpretive Center to be a tremendous attraction for the zoo.

Plans for the zoo's Veterinary Center are progressing. Architects have been retained and are developing the plans for the center. Once submitted, we anticipate the remodeling project to begin and construction to be complete by the end of this year.

AZA Accreditation materials for 2005-2010 were submitted in March. The AZA's comprehensive review of Sequoia Park Zoo should begin by summer. We will receive official notification in September. We're optimistic that the review will be successful and the zoo will once again receive accreditation.

STREETS/SEWER/WATER DIVISION

Winter weather conditions continue to dominate activities associated with Public Works operations. This necessitates large efforts directed towards protecting both public and private property, dealing with increased flows in the wastewater collection system, responding to numerous after-hours emergency calls, along with regular maintenance issues and service requests.

STORMWATER

Public Works staff continues to develop and implement Best Management Practices (BMP's) that relate to municipal activities. These activities range from alley maintenance, street sweeping, storm drain cleaning to water main breaks, sewer and water service installation and other related construction activities. Staff is also making contact with private contractors/citizens whenever possible to provide information on BMP's in order to help institute these practices citywide. These BMP's will help reduce the amount of debris, sediments and other undesirable materials from entering the storm drain system or surrounding waterways.

STREETS/ALLEY DIVISION

Storm related activities are the main concern during this quarter with great effort put forth concentrating on the storm drain system, pothole patching, and removal of downed or potentially dangerous trees. During storm events, the crews are kept very busy responding to citizen service calls relating to potential flooding, removing debris from drain inlets and placing "Flooded" signs where needed.

Some other activities this division has been involved in are related to sidewalk deficiencies caused by sunken or raised sections of sidewalk creating potential trip hazards. Personnel will either use a concrete grinding machine to smooth the problem area or in some cases removal/replacement of an area that is too damaged to smooth out. In areas where the city has responsibility for the sidewalks

(Old Town, street trees), the work is done as soon as the problem becomes aware to city staff. When these problems occur on privately owned/maintained sidewalks, Public Works personnel work very closely with the property owner to resolve the issue as soon as possible, including, in some cases, low cost repair by City crews. Often in the event of small areas in need of repair, private sidewalk contractors are not interested; this is where the city work forces are the answer.



Sidewalk removal at
Trinity & F Street
March 24/05

Personnel were also involved in the reconfiguration of the street area on Commercial Street between Broadway and Sixth Street. This work required the removal of existing street markings with the reduction of one lane to provide additional parking in the area (see next page).



March 8 & 9, 2005 - Layout and paint parking stalls and handicap zone on Commercial between 6th Street and Broadway

A new drain was installed in the 1200 block of Vista Drive as there had been a previous incident of property flooding at this location. The old drain inlet was susceptible to debris from a large number of redwood trees in the area collecting on the drain grate that could prevent the water from entering the drain. The new drain that was installed has a large opening in the curb face portion of the drain that will allow water to enter the drain even if the grated portion becomes covered with debris; this should eliminate the past problems.



1/05 installed new G.O. D.I. box to eliminate flooding at 1200 Vista DR.

Streets personnel completed eleven (11) work requests from other City departments/divisions and responded to one hundred thirty-six (136) calls for service from the public. These ranged from weed abatements, street and alley maintenance/repairs, storm drain/culvert cleaning, street marking painting, and sign installations.

WASTEWATER COLLECTION DIVISION

Collection personnel have also been kept very busy with storm related activities as the flows within the collection system increase during the wet months, a great deal during very wet storms. This requires personnel to keep the pumping stations in top working order to convey this wastewater to the treatment plant, sometimes involving long after-hour shifts. Bill Diemer, Ken Billman, Scott Peugh, Dan Simoni, Don Staudenmaier, William Matcham and Stan Thrash should be commended for their efforts.

Other activities include six (6) new service installations, three (3) service lateral repairs and two (2) main line repairs. Twenty-seven thousand two hundred fifty (27,250) feet of sewer mains were hydraulically cleaned and 10,572 feet of mainline root removal was performed. Seven thousand sixteen (7,016) feet of mainline was closed circuit televised for inspection of potential problems. A pump was rebuilt at the Stadium Hill lift station to provide for more reliability.

Personnel continue to work with City engineering staff and SHN to electronically monitor wastewater flows in the collection system to help determine locations of potential inflow and infiltration (I&I), and illegal connections. This information will be used to perform corrective action to areas that are causing the biggest problem related to increased wet weather flows.

Staff continues to attend the quarterly Shellfish Technical Advisory Committee which is attended by local shellfish growers, state and regional regulatory agencies, environmental representatives and Humboldt Bay Harbor District personnel. This group meets for the purpose of dealing with issues affecting water quality in Humboldt Bay and therefore the shellfish growers.

WATER DISTRIBUTION DIVISION

At approximately 12:00 am on January 6th, the main water transmission line experienced a failure. Personnel were notified that the flow gauges at Humboldt Bay Municipal Water plant were showing larger than normal flow rates, which can be caused by a failure in the pipe. Water personnel responded and after checking the pipeline route confirmed a large leak coming up from the main in the area of the CHP office in Arcata. The main was shut down to prevent possible increasing damage and water loss. Personnel at the City's Water Treatment Plant were notified in order to affect changes in the operation that would allow for uninterrupted service to the City's water customers by using the reservoir as the main feed. On January 7th, water distribution personnel started excavating the site to determine what had caused the failure. It was found to be a defective connection fitting supplied by the fitting's manufacture. Contri Construction was brought in to assist with repairs and by the afternoon of January 9th, the flows were resumed in the pipeline. This very critical component of the City's water system was returned to operation with no loss of service to a single city water customer during this problem.



Water personnel also had to deal with an interesting water the Highway 101 bridge. A tractor trailer loss control and through the concrete bridge railing, in the process driving a reinforcement bar into the water main. The repair effort was more difficult by the fact that the water main is attached to the bridge. A repair clamp was installed while the main pressure in order to continue providing service to the customers in the Jacobs Ave. area, including the county airport and Harper Ford.



main leak on smashed piece of made even the outside of remained under

Water crews also replaced 34 old water services, installed 11 new services for new customers and abandoned 7 no longer in service (this entails disconnecting the service from the main in an effort to not have live unused pipes in the ground). The Water Distribution crew also stayed very busy responding to eighty-nine (89) calls for service from the public.

Water crews installed a new 2" fire service to a business that is being remodeled on 2nd Street between F Street and G Street. This work was accomplished on a Sunday as to affect the Old Town businesses as little as possible, staff also worked closely with Main Street in this effort.

Water crews continue to be very aggressive in meter boxes in an effort to reduce potential trip



replacing damaged and fall hazards.

EQUIPMENT OPERATIONS DIVISION

This division processed 247 work orders for repairs on the City's rolling stock fleet and misc. equipment. Specifications were prepared and put out to bid for 5 new police patrol sedans. This is a yearly process, as patrol sedans are rotated on a five year cycle (total of 25 units) with the older vehicles being used to replace vehicles within the police department (Criminal Investigation Unit) and other city departments.

Code enforcement vehicles were purchased for the Building Department and Fire Department with the majority of these costs covered by a grant for code enforcement. A new van was purchased to replace a high mileage vehicle for the Traffic Division in the Engineering Department.

Rob McNamara has been promoted to the position of Fleet Services Supervisor; this position oversees the daily operation of this division. Rob has been with the City for approximately 9 years serving as both a Equipment Mechanic I and II.

Eric Lermo has been recently promoted to Equipment Mechanic II after acquiring the necessary certificates in repair technology. Congratulations to both Rob and Eric!

UTILITIES OPERATIONS DIVISION

LABORATORY

- 2004 annual report review and data table preparation.
- Assisted with 2004 Biosolids annual report preparation.
- Tabulated data ranges for inclusion in the 2004 Consumer Confidence Report.
- The lab has submitted monitoring results required by the Disinfectants/disinfection byproducts rule.
- Updated Business Plan information was sent to Humboldt County Environmental Health for the wastewater treatment plant, the water treatment plant and pump stations.
- Corrective actions required for laboratory certification were submitted to ELAP.

WASTEWATER TREATMENT PLANT OPERATIONS AND MAINTENANCE

- Operations and Pioneer Chemical performed Risk Management Assessment on Cl₂ and SO₂ systems, storage, and operations procedures.
- Calibrated and installed new thermometers on both digesters.
- Two Operators received two weeks pump station training.
- S.O.P. for draining and filling primary clarifiers.
- Fixed RSS check valve for 4100
- Installed 14 new all-thread studs on ball check valves on primary sludge system.
- Mapped sludge depth on north and south storage lagoons for assessment of capacity needs verses remaining volume and projected life time.

WATER TREATMENT PLANT OPERATIONS AND MAINTENANCE

- Meet with EFD to research new communications building at Harris and K Streets.
- Staff attended training on the SCADA software being utilized.
- Completed the bid package for fuel tank replacement at Lundbar Hills.
- Initiated pager standby system.

UNDERGROUND STORAGE TANKS

The paperwork has been submitted to the State of California Underground Storage Tank Reimbursement Fund (no change).

PRETREATMENT

(Permitted Industries)

- Seventeen pretreatment facility inspections and twenty-four wastewater samplings were conducted at Eureka businesses.
- Regular pretreatment facility inspections are performed by the City to monitor and ensure compliance of all permitted businesses.
- In February two Significant Industrial Users were published in the Times Standard for significant non-compliance in 2004.

(Non-Permitted Industries)

The Pretreatment Department also performs inspections of non-permitted industries in order to identify any new industrial dischargers. One inspection of a non-permitted business was performed in conjunction with Humboldt Community Services District. Twenty-seven grease interceptors were inspected for fats, oil, and grease (FOG).



*PERSONNEL DEPARTMENT
1st QUARTER STATUS REPORT
January 1, 2005—March 31, 2005*

The following status report covers the period of January 1, 2005 through March 31, 2005 for the Personnel Department.

1. RECRUITMENT AND TESTING

- * **ADMINISTRATIVE ASSISTANT (Closed Promotional)** - Applications were accepted from March 3 to March 24, 2005.
- * **ANIMAL CONTROL OFFICER (Closed Promotional)** - Applications were accepted from February 17 to March 3, 2005. An appointment has been made.
- * **COMMUNICATIONS DISPATCHER** - Applications are accepted on an ongoing basis. A written examination was held on March 29, 2005.
- * **FIREFIGHTER** - Applications were accepted from February 14 to March 2, 2005. Testing was held on March 12 and March 13, 2005. Oral examinations were held on March 22 and March 23, 2005.
- * **INDUSTRIAL MAINTENANCE TECHNICIAN (Closed Promotional)** - Applications were accepted from March 4 through March 17, 2005. An appointment has been made.
- * **PARKS AIDE (Regular Part-time)** - Applications were accepted from March 28 through April 8, 2005.
- * **POLICE OFFICER/LATERAL** - Applications are accepted on an ongoing basis. A written examination was held on February 26, 2005. Additional Police Lateral testing was held on February 4, 2005. An appointment has been made.
- * **POLICE RECORDS SPECIALIST** – Applications were accepted from March 21 through April 1, 2005.
- **SENIOR PLANNER** – Applications were accepted from January 24 through February 11, 2005.

2. NEW EMPLOYEE ORIENTATION

Three (3) new full-time employees participated in the new employee orientation, which involves preparation of files and paperwork related to salaries, benefits and legal documents.

3. NEW HIRES

Thirty (30) new employees were hired during this period (includes regular, temporary, and seasonal employees).

4. SEPARATIONS

Twenty-one (21) employees were separated from the City during this period (includes regular, temporary and seasonal employees).

5. PERSONNEL ACTION FORMS

One hundred thirty-six (136) personnel action forms were processed during this period.

6. LABOR NEGOTIATIONS/EMPLOYEE RELATIONS

Negotiations have been concluded and successor MOU's were approved by ECEA, EFL, and EPOA, and subsequently adopted by the City Council.

7. DISCIPLINARY ACTIONS

During the months of January, February, and March, no disciplinary actions were initiated.

8. NEW WORKERS' COMPENSATION CLAIMS

Eleven (11) new workers' compensation claims were opened during this period.

9. INSURANCE

Insurance documents and certificates were examined and or issued through a commercial special events insurance company to insure appropriate insurance coverage that meets the established standards of acceptability with regard to conducting business with the City of Eureka or for using City facilities.

10. PROGRAMS/SEMINARS/ETC.

*Two REMIF sponsored training sessions on risk management were held at the River Lodge in Fortuna on January 6, 2005. The training was presented by Gordon Graham who is known for making what is usually a not so interesting topic, informative and entertaining.

*The REMIF Annual Board meeting was held in Eureka this year on January 27 and 28, 2005 at the Wharfinger Building. Representatives from the 15 REMIF cities throughout Northern California got a chance to revisit or discover our wonderful city.



EUREKA POLICE DEPARTMENT MEMORANDUM

To: David W. Tyson, City Manager
From: David A. Douglas, Chief of Police
Date: April 19, 2005
Subject: Quarterly Report – January through March, 2005

We hope both Council Members and the Community who read the quarterly reports find this a comprehensive and meaningful summary of the services and activities being performed by your Police Department. As always, we invite feedback from you and look forward to any comments regarding the information we present.

WHAT AREAS SHOULD BE OF MOST CONCERN:

1. Called for Services (CFS):

See our quarterly crime map (January, February and March) and CFS information. Service requests from our citizens is an area we have no control over. We continue attempts to target problems and encourage our citizens to assist in reporting crimes. This increases the time spent on handling individual calls for service. Our total workload increases as a result. Increased workload leaves less time for proactive activities (officer initiated activity, OIA) and increases mandatory overtime to handle the workload. Called for service now regularly exceeds Officer initiated activity.

The International City County Management Association ((ICMA) publication "Local Government Police Management" (2003) suggests patrol staffing should be structured so that no more than 25% of day-shift officers' time is committed to handling calls for service." Even if we allocate ONLY the time spent from dispatch to initial clearance without allowing time for report writing or immediate investigation of leads, our officers committed time is well in excess of 40% and is increasing.

The last 23 months each had over 3,000 calls for service, more 3,000 call months than the previous fifteen years combined, making this period the busiest months in the history of the Eureka Police Department for service requests from our citizens.

The previous high CFS was in 1994 when additional grant funded police officers were approved for neighborhood policing. Sworn police officer staffing was increased to 52 by 1995. Called for services trended downward as the assigned officers worked the problem areas until the grants ended in 1998. From 1999 to date service requests have increased an average of over 900 CFS per month while sworn officer, uniformed support and non-uniformed support staff levels have all decreased. Each year, on a month to same month comparison, calls have increased in 62 of 65 months beginning in November of 1999.

Please note that the crime map reflects **only** selected crimes. Person and property crimes are shown. Total crime reports written are a much higher number as the "Other Crime" category typically reflects 55-60 percent of crime reports.

During this quarter arrests are down from last year. This is to be expected when officer initiated activity drops due to high called for service. Please refer to the activity charts. Activity reports showing calls for service and selected crime reports taken in the City are also attached. Call volume in the west side neighborhoods and the 101 corridor areas continue to require the most concentrated police officer allocations. (See Crime Map)

2. Assaults and Robbery

We are continuing to see high levels in some aspects of crimes against persons. People assaulting other people is not acceptable and any increase is cause for concern. Arrests are occurring. These crimes will continue to be worked very aggressively. As shown in the attached map and charts, all categories of person crimes are high and continue to require a high level of response and investigation activity.

3. Vehicle Crime

A significant amount of the reported property crime in Eureka each year involves theft of or from vehicles. This issue is discussed in virtually all of the many public presentations or radio shows we do. Our citizens can do a lot to help themselves and us in this area. The volume of burglary vehicle, grand/petty theft and stolen vehicles continue to reflect this trend. Increased motel occupancy and transient criminals moving through the City during the summer months require additional patrol efforts each year.

4. Property Crime

According to the Bureau of Criminal Statistics reports submitted to the Department of Justice, the following shows the type of property reported stolen and subsequently recovered by EPD:

January 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$25,435	\$0
Jewelry and precious metals	2,885	67
Clothing and furs	5,400	671
Locally stolen motor vehicles	170,330	155,650
Office equipment	8,129	0
Televisions, radios, stereos, etc.	7,989	589
Firearms	1,860	0
Household goods	50	0
Consumable goods	2,584	324
Livestock	0	0
Miscellaneous	31,494	2,474
Total	<u>\$256,156</u>	<u>\$159,775</u>

February 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$6,536	\$1
Jewelry and precious metals	1,200	12
Clothing and furs	1,929	906
Locally stolen motor vehicles	115,267	90,941
Office equipment	3,979	0
Televisions, radios, stereos, etc.	7,680	1,199
Firearms	430	400
Household goods	3,801	300

Consumable goods	586	143
Livestock	0	0
Miscellaneous	21,567	621
Total	<u>\$162,975</u>	<u>\$94,523</u>

March 2005		
Type of Property	<u>Stolen</u>	<u>Recovered</u>
Currency, notes, etc.	\$4,293	\$1
Jewelry and precious metals	5,964	200
Clothing and furs	3,613	247
Locally stolen motor vehicles	145,379	172,932
Office equipment	15,307	489
Televisions, radios, stereos, etc.	11,927	119
Firearms	1,861	0
Household goods	202	0
Consumable goods	717	144
Livestock	0	0
Miscellaneous	47,855	3,468
Total	<u>\$237,118</u>	<u>\$177,600</u>

1 st Quarter Grand Totals		
	<i>Stolen</i>	<u>Recovered</u>
Grand Total	\$656,249	\$431,898

COMMUNITY RESPONSE SECTION:

Because of complaints of prostitution activity in the area of the library, this unit and CIS teamed up and arrested six prostitutes early in January.

Also in January we had several meetings with the elders of Bethel Church about hate crimes they were experiencing on and around the church. We advised them on how to harden the target i.e., remove and trim bushes around the property and install lights and a camera.

We only attended three neighborhood watch meetings during the quarter but we also attended a police services meeting and meetings on code enforcement. One such meeting was with all five judges.

We attended several Gang Task Force meetings and organized a gang sweep that was held on February 18. Twenty-eight officers were involved and we arrested six persons and recovered weapons and several ounces of meth.

On February 25th we cleared the PALCO Marsh area of encampments so SWAP could clean the area of garbage. This was followed up on March 18th so the Fire Department could do a controlled burn of the invasive grasses.

We removed 20 transient camps from the railroad yard (including six persons living in a box car), the PALCO Marsh, Mauer Marsh, areas behind Target; around the sewage treatment plant and several camps inside of abandoned buildings.

There were also neighborhood problems that we assisted in having eviction notices served on the tenants.

TRAFFIC

During this quarter, injury traffic collisions have decreased **53%** from last year. Total collision reports have decreased **55%** over the last year (137 this year compared to 248). Citations for hazardous moving violations have decreased 39% (from 964 to 539 this year) and arrests for DUI have decreased 33% (from 127 to 64 this year).

TRAFFIC ANALYSIS SUMMARY

	This Quarter	Year-to-date
Total collisions	137	137
Total collisions involving fatality	0	0
collisions involving injury	51	51
Total persons injured	67	67
Total DUI collisions	14	14
Total bicycle collisions	8	8
Total pedestrian collisions	4	4
Total citations	630	630
Enforcement index (should be 25-30)	10.6	10.6
Enforcement index is hazardous citations + DUI arrest / fatal + injury collisions.		

TRAFFIC SAFETY GRANT

During this quarter we held one DUI checkpoint at Myrtle and Sunny Ave. We made one arrests and towed several vehicles. We have scheduled the rest of our checkpoints and are geared up for our Street Legal Drag racing program. We performed a seatbelt survey in three separate locations within the city. 92% of the drivers in Eureka are wearing their seatbelt. This has been a substantial increase over the past few years.

TOP 5 LEADERS

Collision locations

Broadway & Bayshore Mall (south)	4
6 th St. & F	3
Orchard St. & F	3

Street most collisions occurred on

Broadway
Fourth
5th

Primary collision factors

Improper Turning	23
Right of Way	21
Unsafe Speed	18

Violations most commonly cited

Unsafe speed	163
Signs and Signals	129
Unsafe Turning	10

TRAINING

An attachment is provided showing a detailed breakdown of the training given to department personnel. It is significant to note the decrease in training given to personnel during this quarter. As with the last quarter of 2004, many classes had to either be dropped or have fewer personnel sent due to decreased staffing levels coupled with increased activity levels. Classes we did send personnel to were generally one-day classes completed on their days off. Only five of the 42 classes we sent personnel to were longer than 24 hours. We sent more dispatchers to training than normal because they could be released easier than the depleted officers ranks. We continue to fall behind in state mandated training.

A few courses of special interest during this quarter are:

⊕ **Child Abuse Mandated Reporter Training** – All non-sworn personnel, including records, communications, crossing guards, Police Service Officers, evidence and property personnel and the Eureka Volunteer Patrol had to complete training as mandated child abuse reporters. This training was compiled by the Personnel Department.

⊕ **Court & Temporary Holding Facility** – Five officers attended this make-up session of the mandated training. State law requires all personnel who supervise prisoners in the temporary holding facility to receive eight hours of training every two years. Lt. Tony Zanotti was sent to training to be the department's instructor. Doing this allowed us to eliminate the costs involved with bringing in an instructor from outside the area, as well as any registration fees.

VOLUNTEER ACTIVITY AND OTHER DONATIONS:

Our Volunteers continue to serve the Department with enthusiasm and generosity. They worked a total of 529.5 hours between January and March, logging over 1115 miles. The Volunteer Patrol Program, which depends on donations to operate, received \$365 between January and March. Also, our K-9 Program received donations in the amount of \$50.00 for those months. We have a lot of friends in the Community who very generously continue to support the services of our Volunteers and the programs they assist with.

COMMENDATIONS RECEIVED:

- To Captain Murl Harpham and Property Technician Terry Christensen and her husband from Commandant Hollis McCoy, Marine Corps League, to thank them for their support and assistance in providing donated bicycles for the Toys for Tots Program.
- To Officers Chris Jenkins and Bob Martinez from Lance Morton and staff at Sempervirens, to recognize the excellent and professional manner they displayed while assisting their staff with an individual.
- To Chief David Douglas and Captain Murl Harpham from Jerry Droz, to commend them for their exemplary work on behalf of the City.
- To Captain Murl Harpham from Mayor Peter LaVallee on behalf of his staff at RCAA, to let him know of their appreciation in helping to clean up and catch the individuals who dump trash in their bins.
- To Police Information Officer Suzie Owsley from Carol and Don Stafford, to thank her for her public safety columns in the newspaper.
- To Officers Danny Kalis and Bob Martinez from Rickey Frank, to thank them for standing by and keeping his incident calm.
- To Detective Neil Hubbard from Deputy District Attorney Andrew Isaac, to commend him for the creating the best package of materials requested for a case involving child abuse.
- To Sergeant Nova, the EPD SWAT Team and Senior Dispatcher Danah DeVries from Chief Thomas Dewey, Humboldt State University, to express appreciation for the progress the EPD has achieved in the area of tactical readiness and especially in the professionalism of our SWAT Team, led by Sgt. Nova, and the smooth competent flow of radio traffic and processing information demonstrated by Danah DeVries.
- To Officers Rodrigo Reyna-Sanchez, Bill Dennison, Kevin Lawson, and Mike Guy from Sgt. Patrick O'Neill, commending them for the arrest of wanted felon following a traffic pursuit.
- To Office Mike Quigley from Dan Heinen, Executive Director of the Society of St. Vincent de Paul, for his

- quick response and apprehension of people who dropped their garbage off in the donation boxes.
- To All Members of Eureka Police Department from Jerry Droz, who thinks we are wonderful.
 - Sergeant Bill Nova and Officer Kevin Lawson, from Investigators of the Alcohol Beverage Control Department for their high level of cooperation and camaraderie during an agency assist.
 - To Officer Kris Mechals from Teresa Hubbs to say she was sweet and kind to her and treated her like a regular person.
 - To Captain Murl Harpham from John Berning to thank him for helping with an abandoned vehicle and commenting on his dedication and service over such a distinguished career.
 - To Police Information Officer Suzie Owsley and Evidence Technician Bill Walser from Jean Scheffler and students at Zane to thank them for the presentation on fingerprints.
 - To Officer Mike Quigley from Victoria Copeland, 10 Window Williams, who commends him for his presence and good work in the Old Town area.
 - To Evidence Technician Bill Walser from Arcata High School Administrators, to thank him for his participation in AHS Job Shadow Day.
 - To Officer Kay Howden and K9 Kai from Sgt. Bill Dobberstein, Fortuna Police Department, to thank them for their assistance to track down a suspect.
 - To Officer Louis Altic from Claudia Hapgood, to commend him for his understanding, professionalism, kindness and comfort after her traffic collision.
 - To Officer Danny Kalis from William Alldaffer, to thank and commend him for being very polite and professional in handling his situation.
 - To Police Services Officer Rob Patton, Senior Dispatcher Danah DeVries and Dispatcher Heather Gillespie from Gene Barker, USMC, Retired, on the event of helping to locate and return his two missing Treeing Walker Coon Hounds.
 - To Sergeant Patrick O'Neill from Katherine Nix, to thank him for all his helpful talks.
 - To Captain Murl Harpham and Sergeant Mike Hislop from Mike Schwabenland for their assistance with a neighborhood problem.
 - To Chief David Douglas from Marny Rivera, Southern Oregon University Criminology Club, to thank him for his assistance at their mock assessment center.
 - To Chief David Douglas from the Domestic Violence Response Team for his assistance in their training.
 - To Police Services Officer Heidi Groszmann from Eleanor Nemzura, to commend her for her professional, knowledgeable competence in aiding her sister at a traffic collision scene.
 - To Officer Danny Kalis from Sergeant William Nova commending him for the outstanding job of evidence work he did on a case.
 - To Officer Danny Kalis from Evidence Technician Bill Walser for the outstanding job he did on processing latent print evidence on a recovered stolen vehicle.
 - To Officer Mike Guy from Mike McHenry to thank him very much for helping him get his things back.
 - To Police Services Officer Susan Strom from Sergeant Mike Johnson, to commend her for her exceptional work in creating and maintaining a 290 PC Sex Registrant Binder which is available to officers in the briefing room.
 - To Captain Murl Harpham from Lisa Shikany for his helpful assistance during the controlled burn at the Palco Marsh.
 - To Police Information Officer Suzie Owsley from Linda Isaac, Administrator at Halo Haven, to commend her for an excellent job of Community service by talking with one of her clients about troublesome actions.
 - To Officers Rocky Harpham, Cindy Manos, Danny Kalis, and Kris Mechals, Reserve Officer Butch Manos, and Dispatcher Becky Schuette from Sgt. William Nova, to commend them for their team effort in conducting an enforcement stop resulting in the arrest of two known juvenile car thieves.

PERSONNEL APPOINTMENTS, TRANSFERS, PROMOTIONS, RESIGNATIONS, AND RETIREMENTS:

Promotions:

Robert Patton from Police Services Officer to Animal Control Officer

Resignations, Retirements, Separations:

Shannon Tarpenning, Communications Dispatcher

Karyn Davis – Police Records Specialist

Steve Dunn – Police Officer

Heather Selders – Police Officer

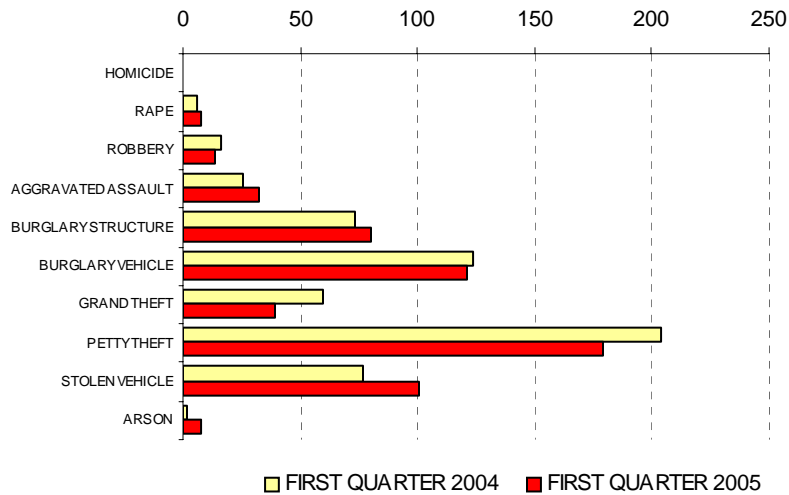
January 1 – March 31, 2005 Training Summary

Class Title	Ending Date	Course Hours	Certified by	Student Count	Student Hours
Administrative Assistants Conference	02/22/05	6		1	6
Advanced Taser M26 User	03/05/05	1		1	4
Assessing the Suicidal Caller	03/15/05	8	POST	3	24
Calif. Assoc. of Property & Evidence Conf.	03/04/05	28		1	28
CalNENA Conference (Dispatchers)	02/02/05	24		2	48
Child Abuse Mandated Reporter	01/31/05	1		42	42
	03/04/05	7.5		1	7.5
Child Forensic Interview	01/15/05	8	POST	1	8
Communications Training Officer	01/15/05	8	POST	1	8
Court & Temporary Holding Facility *	03/31/05	8		5	40
Crime Scene Investigation	01/29/05	50	POST	3	150
Defensive Tactics Instructor Update	02/23/05	24	POST	2	48
Dispatcher, Medical Emergency Public Safety*	02/23/05	24	POST	3	72
Drug Recognition Expert Instructor	03/16/05	4	POST	1	4
Drug Influence – 11550 H&S	02/25/05	16	POST	1	16
	03/25/05	16	POST	4	64
Evidential Portable Alcohol System	01/26/05	4		1	4
Firearms Qualification	01/10/05	2		12	24
Gas Mask Fit Testing *	02/01/04	1		11	11
	02/04/05	1		9	9
	03/08/05	1		7	7
Hostage Negotiations	03/25/05	40	POST	2	80
ICI Homicide Investigation	03/25/05	80	POST	1	80
Identity Theft and Methamphetamine	02/08/05	8	POST	1	8
	02/24/05	2		1	2
NVCIAA Training					
P.S.P. Defensive Tactics *	03/16/05	6	POST	2	12
	03/23/05	6	POST	2	12
P.S.P. Driving Skills *	03/16/05	8	POST	1	8
	03/17/05	8	POST	2	16
P.S.P. Firearms *	03/25/05	4	POST	2	8
Parole LEADS	03/25/05	4	POST	4	16
Proposition 69 Training	01/24/05	5.5	POST	2	11
Public Records Act	01/21/05	16	POST	1	16
Risk Communication Training	01/06/05	4		19	76
School Crisis Response	03/18/05	1		6	6
Special Weapons & Tactics *	01/06/05	5		11	55
	01/17/05	4		10	40
	02/17/05	5		7	35
Tactical Handgun/Rifle	03/15/05	24	POST	6	144
Telecourse – 2005 Legal Update	03/15/05	2	POST	45	90
Telecourse – Public Safety Dispatcher: Crisis Communications	01/20/05	2	POST	11	22
TOTAL – 42 Courses				245	1,313.5

- - Indicates mandated training by either department policy or state law

**QUARTERLY CRIME REPORT
JANUARY-FEBRUARY-MARCH
2005**

**MAJOR CRIME: FIRST QUARTER
2005 COMPARED WITH 2004**



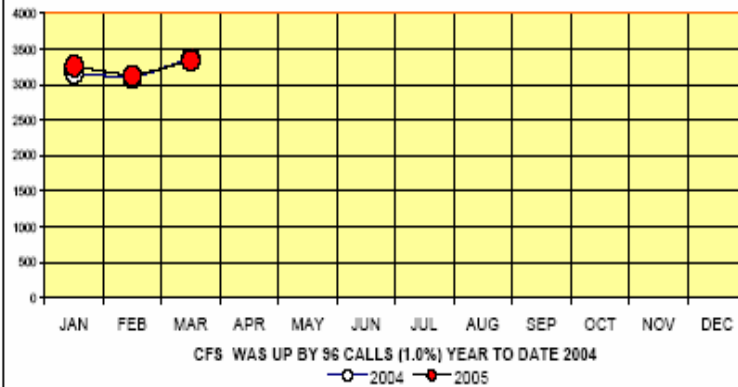
**POLICE ACTIVITY: CRIMINAL
QUARTERLY REPORT**

FIRST QUARTER

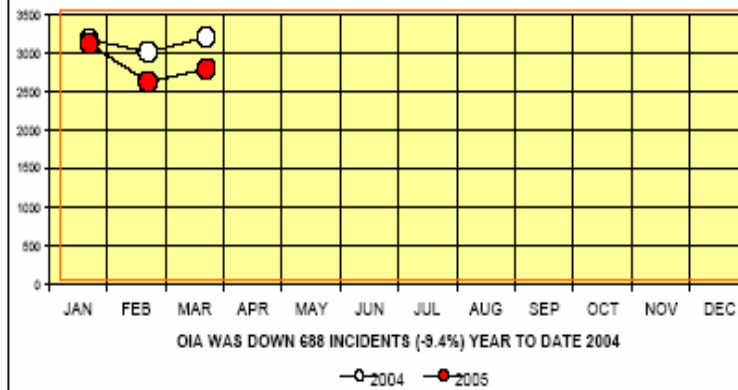
	1ST QUARTER 2004	1ST QUARTER 2005	PERCENT CHANGE
CALLED FOR SERVICE	9477	9573	1.0%
OFFICER INITIATED ACTIVITY	9258	8390	-9.4%
CRIME REPORTS WRITTEN	2650	2372	-10.5%
ARRESTS MADE	970	859	-11.4%

FIRST QUARTER REPORT 2005

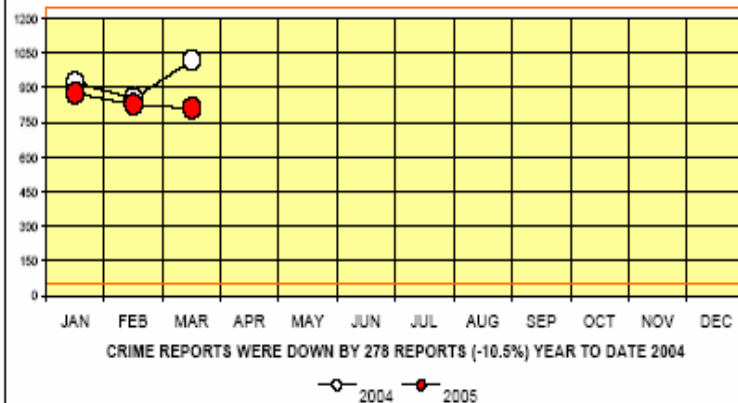
CALLED FOR SERVICE 2005 COMPARED WITH 2004
FIRST QUARTER AND YEAR TO DATE



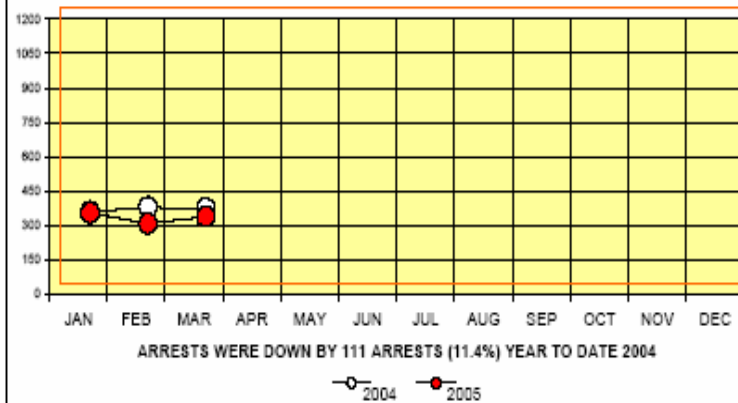
OFFICER INITIATED ACTIVITY 2005 COMPARED WITH 2004
FIRST QUARTER AND YEAR TO DATE



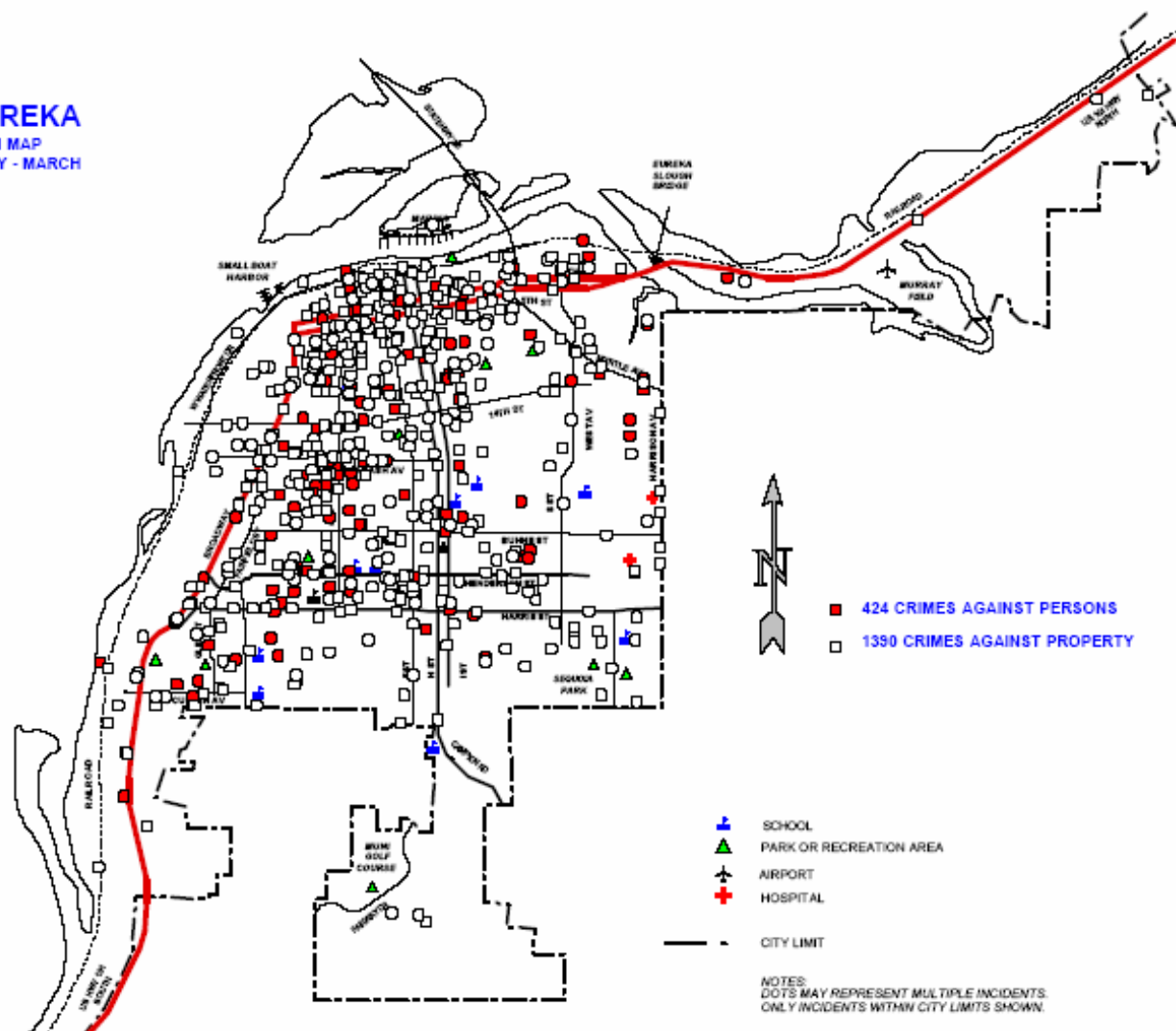
CRIMES REPORTS MADE 2005 COMPARED WITH 2004
FIRST QUARTER AND YEAR TO DATE



ARRESTS MADE 2005 COMPARED WITH 2004
FIRST QUARTER AND YEAR TO DATE



CITY OF EUREKA
CRIME LOCATION MAP
JANUARY - FEBRUARY - MARCH
2005



OFFICE OF THE CITY MANAGER
SPECIAL PROJECTS DIVISION
1st Quarter 2005 Report
April 19, 2005

Overview

The Special Projects Division is administered through the City Manager's Office. The division provides project oversight and management analysis in areas of environmental programs including recycling/waste reduction and brown fields cleanup, and provides direct assistance to the City Manager with a variety of special projects and programs. We provide staff support to the City's Trails Committee, and to the City's Art and Culture Commission. The office administers the City's solid waste disposal contracts, and provides grant management assistance for a variety of City projects including housing and economic development activities.

The following is a brief description of the projects and programs administered by the Special Projects Division during the First quarter of 2005

1. MULTIPLE ASSISTANCE CENTER PROJECT (MAC)

Construction of the Multiple Assistance Center (MAC), located at 139 Y Street in Eureka, started in February 2004, and is now complete. The Grand Opening of the MAC was held on March 18, 2005. The Eureka Redevelopment Agency is to be commended for their resolve, commitment and contributions from the Low and Moderate Income Housing Fund toward this important project. Working closely with Redwood Community Action Agency (RCAA), the County of Humboldt, several State agencies, St. Joseph Health System Foundation, private non-profits, religious organizations, housing advocates and many, many others, it took an extraordinary team effort to complete the project. Once again, the Eureka Redevelopment Agency demonstrated its ability to achieve significant goals while overcoming enormous obstacles.

Mr. Mark Gaxiola and the architectural team at Matson and Vallerger Architects of Eureka did an incredible job creating an imaginative and functional design. Danco Builders of Arcata has brought the design to life, and did a superb job of keeping the project on schedule and within budget.

The MAC project involved the purchase and rehabilitation of a large building in Eureka for a homeless service and resource center. The City purchased the site in February 2002 using CDBG grant funds. The project involves a consortium of entities, including the City of Eureka, RCAA County of Humboldt, health care organizations and private non-profit agencies. The MAC project will provide on-site housing, job training and care of homeless persons and their families, and is intended to provide a more efficient and effective distribution of existing homeless services. The MAC will accommodate approximately 75 persons, and is expected to serve over 400 annually.

2. BROWNFIELDS CLEANUP PROGRAM

In June 2003, the City was awarded a \$200,000 grant from the U.S. Environmental Protection Agency (EPA) to assist with cleanup of contaminated soils at the former foundry area of the Old Carson Mill Site (adjacent to Halvorsen Park). A Coastal Development Permit was approved in August 2004 for the cleanup work, and the City is currently working with EPA to secure additional studies and analysis required prior to going out to bid for the cleanup project. The project is expected to go out to bid in May and be completed in late summer 2005. It will involve excavation of approximately 800 cubic yards of contaminated soil for disposal at a Class I hazardous waste facility.

2. BROWNFIELDS CLEANUP PROGRAM (continued)

The Old Carson Mill Site's past industrial foundry operations caused varying levels of soil and groundwater contamination. The City's primary environmental concerns are to prevent potential human exposure to contaminated soil, and to prevent the migration of contaminants into Humboldt Bay. The objective in seeking EPA Brownfields funding is to eliminate these potential health hazards, and to implement long term monitoring programs. The project will work to protect human health and promote economic development, and it is a significant component in our continuing efforts to revitalize the Eureka waterfront.

3. FISHERMAN'S TERMINAL/BOARDWALK EXTENSION PROJECT

Construction has begun on the Eureka Fisherman's Terminal Project at the foot of C Street in Old Town. The Special Projects Division is administering a number of federal and state grants which will fund construction of the project. The project involves construction of public improvements along the Eureka waterfront including a new 420 foot long dock, and a 16,000 square foot fish buying and unloading area with four jib cranes including a public hoist. The project will have public access and viewing components, and the site will eventually include a public piazza at the foot of C Street. The dock will in effect be an extension of the City's existing boardwalk (completed in 2002). The project is significant to the retention and expansion of Eureka's commercial fishing industry, which in turn is critical to the success of our regional economy. The project is expected to be complete near the end of this year.

4. WATERFRONT TRAIL AND PROMENADE RECOMMENDATIONS

The Eureka Trails Committee, appointed by the City Council in 1999, has completed the Draft Waterfront Trail and Promenade Recommendations for the City Council's consideration. The City contracted with the Redwood Community Action Agency to prepare the document in direct coordination with the Eureka Trails Committee. The document represents a significant accomplishment for the Trails Committee. It is an important effort aimed at improving our quality of life, and it satisfies a primary goal of the Committee as set by the City Council. The Draft Recommendations are scheduled to be considered for adoption by the City Council on May 3, 2005.

The Draft Recommendations provide the direction and vision for development of a Waterfront Trail and Promenade in Eureka, and further, emphasizes the realistic opportunity we hold today for completing such a project within ten years. The Draft Recommendations are not binding, nor are they intended to be a Master Plan. Rather they are intended as a strategy on how the City might best realize a waterfront trail system, one which can be followed as development occurs, and one which maps a course consistent with (and supported by) our General Plan.

5. EUREKA TRAILS COMMITTEE

The Trails Committee's work primarily supports efforts to develop a continuous trail along the City's waterfront, and to integrate it within the regional trail network. The Committee is also working with private landowners on the Eureka Slough section of trail along the City's northern waterfront, and continuing work to restore/expand the existing Elk River Wildlife Trail. Regular meetings of the Trails Committee are open to the public, and are held on the second Tuesday of every month at 4:30 p.m. at Eureka City Hall, Room 207. The next three meetings are scheduled for May 10, June 14 and July 12, 2005.

6. ELK RIVER WILDLIFE TRAIL PROJECT

The City has contracted with the Redwood Community Action Agency (RCAA) to assist with development of the Elk River Wildlife Trail project. When complete, the project will restore the City's existing trail system which runs from Pound Road to approximately Hilfiker Lane, and expand the trail up to Truesdale Avenue. The trail system will include a trail head at the end of Truesdale Avenue with bathrooms, parking and an elevated vista point. The trail will generally run along the bay shoreline and will include interpretive signage. The project is scheduled to be funded primarily through grants and donations. The trail will require development of engineering and construction specifications, and a complex permit process involving several local, State and Federal agencies. The City is currently seeking grant funds necessary to complete the permitting processes. Potential trail construction is planned for 2006.

7. PARCEL 4/PALCO MARSH

The City has been working closely with the State Coastal Conservancy to implement the conditions of a City Agreement with the Conservancy which allows development of Parcel 4 in Palco Marsh. Parcel 4 provides unique economic development opportunities because of its prime location on the Eureka waterfront, its coastal-dependant industrial zoning, and its proximity to Humboldt Bay's main shipping channel. The City continues to view Parcel 4 as a strategic component of our Waterfront Revitalization and Economic Development programs.

8. HUMBOLDT BAY INTERPRETIVE SIGNAGE

The City continues to partner with the County, the City of Arcata and Redwood Community Action Agency to implement a Humboldt Bay Interpretive Signage Program. The program is nearing completion, and should consist of roughly 17 thematic sign templates on artistic bases and kiosks. The signage program will use a variety of other interpretive tools. In Eureka, the signage is expected to be placed along the waterfront in several locations including the Elk River Wildlife Sanctuary and the Palco Marsh.

9. HUMBOLDT BAY MANAGEMENT PLAN

The Special Projects division has represented the City on a regional Task Force assisting with preparation of a Humboldt Bay Management Plan under the direction of the Humboldt Bay Harbor, Recreation and Conservation District. In 1999, the District formed the 16 member Task Force made up of city and county government representatives, agency land managers, and representatives of various stakeholder groups within the sphere of interest. The District spent approximately 8 years formulating the Draft Plan.

In March 2005, the District completed and distributed a draft Plan for public review and scrutiny. The purpose of the Plan is to serve as a management guide, planning tool, policy strategy and reference document for the District and other resource management agencies and organizations interested in Humboldt Bay. The Plan is intended to guide new projects and to be a long term strategy for resource management around Humboldt Bay. The City recently commended the District on their lengthy, on-going planning efforts to formulate a Humboldt Bay Management Plan for our community. Moreover, the process of developing a Management Plan for Humboldt Bay is an incredibly complex and courageous endeavor, and as such, the City also commended the District for taking on this important effort.

10. EUREKA ART AND CULTURE COMMISSION

The Eureka Art and Culture Commission continues to work with the Ink People Center for the Arts to assist the Commission with implementation and administration of its project activities. Administration of all funds generated by the Ink People in coordination with any Art and Culture Commission activity are provided by the Ink People through its established network of grants, donations and programmatic fundraising activities.

The Commission is currently preparing to hold a Town Hall meeting on the subject of Art in Public Places. The meeting is scheduled to take place on May 18, 2005 from 6:00 to 8:00 pm in the Eureka City Hall Council Chambers. The Commission has arranged for an expert to moderate the event, Ms. Lynne Baer an Independent Consultant, Appraiser, and Art Advisor for Public Spaces. Ms. Baer is from the San Francisco Bay Area and has worked extensively with both long and short term Public Art Projects.

The Commission is also currently inventorying and inspecting the City's existing art collection, and exploring mechanisms for more effective participation in the local process of review and recommendation for City art and culture projects. Regular meetings of the Art and Culture Commission are held on the third Tuesday of every month at 1:30 p.m. at Eureka City Hall, Room 207. The next three meetings are scheduled for May 17, June 21 and July 19, 2005.

11. DISASTER RESPONSE TRAINING

Together with all City Departments, the Special Programs office participates in a Disaster Response Training program. The office focuses primarily on public information roles. On-going training is an essential component of the City's ability to respond effectively to any local disaster or incident, and to ensure that roles and responsibilities during an incident are clearly understood and practiced. Additional Public Information Officer training is planned for 2005.

12. STORMWATER MANAGEMENT

The Special Programs office is responsible for important tasks associated with the City's Stormwater Management Plan update process, including Public Education and Outreach, and Public Involvement and Participation. The immediate tasks involve coordinating with local agencies and schools to establish educational programs and coordinate local education strategy. Additional tasks include coordination of potential water quality monitoring through the local university and community college, and potentially high school and/or grade schools.

13. 2005 COUNTY GENERAL PLAN UPDATE

The City Council has approved recommendations to the County for their 2005 General Plan update process, and further recommendations may be forthcoming as the City Council continues to discuss annexation ideas. Approved Council recommendations include policies on traffic circulation, alternate transportation, greenway open space, public safety, affordable housing, parkland, recycling programs and others. All Council recommendations have been forwarded to County planners and decision makers for consideration of policies which help mitigate or lessen potential significant impacts to the City.

14. REGIONAL COMPOSTING FACILITY

The City continues to explore mechanisms for establishing a regional composting facility in the Eureka area. This project is moving forward, and will involve primary coordination between the HWMA, the County of Humboldt and the City of Eureka. The HWMA has contracted with a local firm to perform a site feasibility and location study, and has examined several local sites. If successful, the inclusion of a regional compost facility will greatly increase our ability to divert solid waste from the waste stream, and assist the City in meeting the State's ambitious diversion goals.

15. BACKYARD COMPOSTING BINS

The City has purchased a large quantity of backyard compost bins which are for sale to all Eureka residents for \$25.00. The bins may be purchased at the Eureka Recycling Center located at the Humboldt Waste Management Authority's (HWMA) transfer station on West Hawthorne Street in Eureka. The program is conducted in coordination with the County of Humboldt, local tribes and other jurisdictions in the County.

16. RECYCLING TASK FORCE

The City participates on a regional committee of representatives from the County, the HWMA, and each incorporated city in the County. The Committee meets monthly, and works collectively to develop programs and ideas for promoting recycling, reuse and other measures designed to comply with the State's AB 939 requirements. Current projects include a telephone book recycling guide, mercury thermometer exchange program, zero waste management policies, update of the County Integrated Waste Management Plan, shopping guides for recycled products, sustainable behavior techniques, and other projects.

17. NEIGHBORHOOD RECYCLING FACILITIES

The City currently maintains two neighborhood drop-off recycling facilities near the Armory on Russell Street near the Sequoia Park Zoo, and at the Municipal Auditorium at 12th and E Streets. These locations accept newspaper, plastics, aluminum and glass. There is no fee to drop off recyclables. The drop sites divert a significant amount of recyclable material from our waste stream, and assist the City in meeting our State and local recycling responsibilities.

18. CITY SCHOOLS RECYCLING EDUCATION PROGRAM

The City continued its partnership with the Eureka City School District to facilitate a recycling educational program within the district's elementary schools. The program allows trained educators and student mentors to visit schools in the district, and involves school assemblies, take-home literature, on-site recycling days, and service learning activities designed to promote recycling, reuse, and food waste reduction. The program also provides support and information to assist the schools in achieving their own on-going, sustainable recycling program.

The City has contracted with the Recycling Education Team at the Arcata-Eureka Recycling Center to assemble the staffing and provide training necessary to facilitate the school program. The City contributes approximately \$3,000 annually to the program, and the County of Humboldt shares a portion of the costs for necessary materials. This collaborative program is consistent with the objectives in the City's adopted Source Reduction and Recycling Element (SRRE) which encourages cooperation with Eureka City Schools in the implementation of specific educational programs for all elementary grades.

19. CURBSIDE RECYCLING PROGRAM

Through the City's Franchise Agreement contract with City Garbage Company of Eureka, a curbside recycling program is offered to all City residents and businesses for a nominal charge. The program currently takes glass, plastic, aluminum, tin, newspaper and cardboard. We have approximately 700 households participating in the program. All recycled materials are collected by the City Garbage Company and sorted and distributed at the new Hawthorne Street Recycling Center at the Transfer Station in Eureka. The City is actively seeking ways to increase participation, recycling tonnage and efficiency, and is currently exploring the potential/feasibility of implementing a more efficient two-stream or single stream collection/processing system.

20. PUBLIC RECYCLING EDUCATION PROGRAM

The City continues to administer an annual campaign of advertisements and events promoting our on-going recycling programs for waste oil, telephone books, laser/inkjet cartridges, cardboard, Christmas trees, green waste and food waste (home composting), bulky items (free coupons), and other related events. In addition, the City continues to be a member of the regional Recycling Task Force, partnering with most of the other governmental jurisdictions in the County to promote public awareness, and share the cost of advertising for existing recycling programs and special events.

21. FULLY AUTOMATED GARBAGE COLLECTION

In an effort to increase efficiency and reduce long-term costs for the City's garbage collection services, the City in 2004 implemented a fully automated collection system operated by the City Garbage Company of Eureka. As part of the implementation, standardized rolling trash bins were issued to each residential customer. The City Garbage Company has purchased an industrial arm attachment for their existing trucks, which then picks up each can from the curb when controlled by a single operator from inside the collection vehicle. The system enables a safer, more cost effective and efficient system of collection in the City.

22. DOWNTOWN/HENDERSON CENTER/ZOO RECYCLING PROJECT

Providing additional opportunities for public recycling is a principal component in our efforts to increase the City's diversion percentage. The City recently implemented a new program which placed approximately 30 recycling bins at 25 locations in Old Town, Downtown, Henderson Center and the Sequoia Park and Zoo. The bins allow recycling of glass, plastic and aluminum containers. The new recycling bins are located near existing City garbage cans, and are collected about 3 times per week. The bins were purchased through a State grant provided by the CA Integrated Waste Management Board. The City previously had no sidewalk recycling bins in these areas. Many citizens and tourists (many of whom recycle in their own cities) have expressed support for the new recycling opportunities.

23. ILLEGAL DISPOSAL PICKUP SERVICE

The City has experienced increased levels of illegal disposal of trash and bulky items (large appliances, furniture, etc.) into our gulches, alleys, vacant lands and neighborhoods. The City recently adopted a new program through the City Garbage Company which provides 208 illegal disposal pickups per year, and will work to assist community based beautification efforts to maintain cleanliness in the City.

EUREKA REDEVELOPMENT AGENCY

STATUS REPORT

(1/1/05—3/31/05)

ADMINISTRATION

- ***Redevelopment Advisory Board (RAB)***—prepared agenda packets for monthly meetings.
- ***Redwood Empire Alliance for Culture and History (REACH) Feasibility Study***—Staff continues to work with the REACH group to ascertain the needs and viability of creating a complex to accommodate the needs of the participating non-profit and cultural groups. Economics Research Associates of San Francisco delivered a draft Report which included an analysis of each of the participating organizations and whether their primary purpose is exhibiting, research and archives or collaborating.
- ***Redevelopment Plan Amendment***—Staff is working on a Redevelopment Plan Amendment with Redevelopment Counsel (Goldfarb & Lipman) to fiscally merge the three project areas into one which would allow more flexibility in the use of tax increment to complete projects. The Program Environmental Impact Report was certified by the City Council on February 1, 2005
- ***Redevelopment Implementation Plan***—Staff is working on a five year Redevelopment Implementation Plan as required by law.

PRIVATE DEVELOPMENT ACTIVITY

- ***Disposition and Development Agreements (DDA)***
 - **Fisherman's Terminal Building**—The facility is currently in the design phase.
 - **Fisherman's Fresh Seafood Retail Counter/Café RFP** – A draft lease for operation of the seafood counter and café with Lawrence Lazio has been prepared.
 - **Eureka Pier (Fisherman's Building)**—Once plans are finalized and permits obtained, construction will commence.
 - **First & C Street Property**—Met with Developer to discuss necessary outstanding project submittals. The Program Environmental Impact Report was certified by the City Council on February 1, 2005.
- ***Facade Improvement Program (co-administered with Eureka Main Street)***

Facade Improvements – In Progress

Eureka Theatre

612 F Street

Est. Agency Participation: \$30,000

Brothers Building

425 Snug Alley

Est. Agency Participation: \$10,000

REVOLVING BUSINESS LOAN PROGRAM

- ***Business Loan Approvals and Inquiries***—Staff continues to meet with prospective businesses interested in starting, relocating or expanding a business in Eureka. A \$196,000 CDBG Program Income Business Revolving Loan to Table Bluff Brewing, Inc. was approved by City Council on February 15, 2005, and by the State Department of Housing and Community Development on February 23, 2005. The funds will be used to purchase a new bottling machine. The State will require the creation of 10 new jobs within 24 months.
- ***Eureka Inn*** – Staff has continued to meet with parties interested in a possible Eureka Inn project to discuss how the City/Agency might be able to assist with efforts to re-open the historic property.

GRANT ACTIVITY/ADMINISTRATION

- ***Update on Approval of Program Income Amendment into 2003 Grant Agreement***— In early August 2004, the City received approval by the State of California Transportation Commission of a Director's Deed transferring the Fireside Motel property located at 1716/1722 R Street in Eureka, to the City of Eureka. The transfer of the property to the Vietnam Veterans of California, Inc. for a Veteran's Transitional Housing facility is still pending. The Veterans have met with City staff several times to discuss their options.

In an effort to continue supporting the project, the City Council on April 5, 2005, adopted a resolution releasing previously committed CDBG Program Income in the amount of \$200,000, as an activity associated with Grant #03-STBG-1881, and then re-committing CDBG Program Income in the amount of \$200,000, associating it as a 10% Set-aside Activity in the City's new grant application to the State Housing and Community Development Department.

- ***Northern California Indian Development Council, Inc. (NCIDC) Retrofit and Restoration of the Carson Block Building in the Old Town Historic District of Eureka.*** Work on a feasibility report being funded by a CDBG 2004/2005 Planning and Technical Assistance Grant for an ongoing project to retrofit and restore the Carson Block Building in the Old Town Historic District of Eureka is in progress. The report will include an economic impact analysis for a segment of the project—reconstruction of the Ingomar Theater and Opera Housing, formerly located in the building. A Professional Services Agreement with NCIDC to prepare the feasibility study for the project was authorized by Council on October 5, 2004.
- ***Humboldt Senior Resource Center (HSRC) New Alzheimer's Day Center.*** Work on the CDBG 2004/2005 Planning and Technical Assistance grant to assist the HSRC in preparing an historic report, CEQA/NEPA documents, and writing grant applications in support of their new Alzheimer's Day Center development is in progress. Alex Stillman has submitted a completed historic report on the existing property site, HSRC staff and City staff have completed the writing of a CDBG Grant application request \$650,000 for the new center, and the firm of Winzler & Kelly Consulting Engineers is preparing the required CEQA/NEPA documents.

- ***CDBG Over-the-Counter (OTC) Economic Development Grant Allocation***—On April 5, 2005, the City Council and Eureka Redevelopment Agency will be requested to authorize the submittal of an application for funding in the amount of \$1,439,375 from the FY 2004/2005 Economic Development Allocation Over-the-Counter Component of the State of California Community Development Block Grant Program, for construction of C Street Improvements and a Piazza. The application must be submitted to the State by April 7, 2005 in order to be eligible for the 2004/2005 funding cycle. If the application is considered to be complete, it will be presented to the State Advisory Committee on May 20, 2005. If not, the City will have the opportunity to submit a new application on the same project in June or July. The later application date would not adversely affect the planned construction timeline.
- ***State CDBG General/Native American Grant Allocation Training***—On January 27, 2005, staff attended the State CDBG General/Native American Grant Allocation training in Crescent City. The training provided information to interested jurisdictions about the availability of funds and how to prepare the application package. This training was very beneficial to staff and its consultant in preparing the HSRC grant application for the New Alzheimer's Center.

ENTERPRISE ZONE PROGRAM

- ***California Enterprise Zone Board (CAEZ)***
 - **Board Member**--attended quarterly board meeting.
- ***Eureka Enterprise Zone Activity***
 - **Business License Waivers Issued**—37
 - **Business Information Packets Distributed**—9
- ***Enterprise Zone Hiring Tax Credit Vouchers Issued***—Staff issued 144 Employee Hiring Credit Vouchers to Enterprise Zone businesses between January 1st and March 31st. The grand total in 2004 was 508. A total of \$1,440 (Hiring Credit Application Fee is \$10 per application) was submitted to the State Housing and Community Development Department for the quarter, as required. Businesses located in the Enterprise Zone continue to learn about the program, and take advantage of all the benefits.

FOREIGN TRADE ZONE

- ***FTZ Administration***—Goals for 2005 have been set by the City and Harbor District Staff. These goals include FTZ activation and continued marketing activities.

MARKETING

- ***Upstate California Economic Development Council***--Staff continues to be involved in the marketing activities with other Upstate California members.

- ***North Coast Small Business Development Center***—served as City representative on the North Coast Small Business Development Center Board of Directors.
- ***Eureka Main Street Board and Economic Restructuring Committee***—attended meetings as a Board member.
- ***Eureka Chamber of Commerce Business & Industry Committee***—attended monthly meetings.
- ***Prosperity***—Continued to meet monthly with local city managers and economic development staff to identify issues to be looking at as a group.

HOUSING ACTIVITY

- ***Rehabilitation Loans Processed:*** Since July 1, 2004, 4 new owner occupied rehabilitation loans have been approved, 2 are in process, 1 application was withdrawn by the homeowner, and one application was canceled by the City when the property was placed on the market for sale. One additional loan is pending HAB review, and several loan applications have been mailed.

Approved:

- **Jones, Stephen: 1518 Myrtle Avenue, L&MIHF Deferred Payment Rehab Loan.**
- **Vagle, Sam: 3304 H Street, CDBG Program Income Deferred Payment Rehab Loan.**
- **Harvey, Ryan and Jennifer; 1406 McCullens, CDBG Program Income Deferred Payment Rehab Loan**

Withdrawn by Applicant:

- **Jossem, Harvey: 1432 Sunny Avenue, CDBG Program Income Deferred Payment Rehab Loan.** Withdrawn by blind elderly senior who has reservations about construction. May reapply in the spring.
- **Bandy, Pauline, 1406 I Street, CDBG Program Income Deferred Payment Rehab Loan.** Due to family illness, applicant is moving from area and selling home.

Canceled by Agency:

- **Holloway, Elisabeth: 239 W. Cedar Street, , L&MIHF Deferred Payment Rehabilitation loan** was canceled as homeowner placed property on market for sale

Loans Pending:

- **Bowerman, David & Suzanne: 3605 Dolbeer Street, CDBG Program Income Deferred Payment Rehabilitation Loan,** pending escrow.
- **Gay Waterman; 3605 Dolbeer Street, CDBG Program Income Deferred Payment Rehabilitation Loan,** pending income eligibility.

- **Futoran, Jacque; 1613 2nd Street,** CDBG Program Income Deferred Payment Rehabilitation Loan, pending complete loan application.
- ***Paint Up/Fix Up Program Grants:*** Since July 1, 2004, \$82,851 or 75% of the budgeted funds have been expended. The total budget for fiscal year 2004-05 is \$110,000. There is currently a waiting list of 57 applicants for the program, which is increasing rapidly. Major program changes have enlarged the targeted area to city wide and funding has been changed to LOCAL funds from Low & Moderate Income Housing.
- ***Dumpsters:*** In July 2004, \$5,000.00 was budgeted for the City's Community Dumpster program. Twenty dumpsters have been placed in the community since July 1, 2004, with \$1,535 remaining in the budget. City Garbage provides 20 free dumpsters every January, and of those, the City has 7 neighborhood dumpsters remaining.
- ***Rehabilitation Projects Under Construction:*** The City is currently monitoring four rehabilitation projects in process of construction. Since July 1, 2004, eight rehabilitation projects have been completed.
- ***Subordinations:*** To date, one loan subordination has been processed:
 - **Beard, Matt & Amie: 1225 Pine Street,** L&MIHF deferred for cash out for medical purposes.
- ***Loan Payoffs:*** From July 1, 2004 to March 31, 2005, 19 loans have been paid back totaling \$550,695.
- ***L&MIHF First Time Homebuyer Downpayment Assistance Program (FTHB):*** L&MIHF First Time Homebuyer Downpayment Assistance Program (FTHB): North Valley Bank has been chosen by the City Council to administer the FY 2004-05 FTHB program which is budgeted at \$400,000 and could provide assistance for up to 8 households. To date, two applicants have been pre-qualified and are currently looking for homes. The City Council in April will be reviewing an increase in Downpayment Assistance to \$80,000 maximum, for those eligible applicants who are less than low income, or 80% of median income. Moderate income applicants will continue to apply for a maximum of \$40,000. Maximum sale price limits have been increased to meet HUD standards (currently \$237,500).
- ***Senior Home Repair Program:*** The City, in coordination with the Humboldt County Senior Resource Center, has developed a program to assist eligible seniors with small home repairs of up to \$300.00. The Senior Resource Center has been administering this program since 1988. For FY 2004-05, \$10,000.00 has been allocated for repairs. As of March 31, 2005, \$2,478 remains in the budget until June 30, 2005.
- ***Monitoring of CDBG Program Income (PI) Activities:*** A State Community Development Block Grant (CDBG) program monitoring of the City's use of local Program Income under its existing Reuse Plan's revolving loan accounts was held in Eureka October 22, 27 & 28, 2005.
 - **Background** On August 11, 2003, the City of Eureka adopted a new Program Income Reuse Plan. On January 21, 2004, the state approved the City's Program

Income (PI) Rehabilitation Program guidelines and released funds for future rehab projects. The City uses its local CDBG PI to fund three to four single family rehabilitation s per year. Rehab funds are made available as repayment from existing CDBG loans are deposited into the City's rehabilitation revolving loan account.

- **Work Performance/ Summary of Monitoring** Work performance is measured by comparing the actual expenditures and work accomplished to the required amount of expenditures as stated in the standard agreement. As of the date of the monitoring, the City had met the required milestones for expenditure of program income funds.

The State noted only a few areas where the City was required to submit a response, they are 1) CDBG Checklist to determine lead paint hazards not in file, and 2) determination of income eligibility ■ household assets should be listed in file. Staff prepared the response and submitted to the State on December 28, 2004.

- ***Housing Advisory Board Meetings***

- **Boardmembers:** Two boardmember positions remain vacant as of January 1, 2005. Chairman John Dalby, resigned effective March 9, 2005, and Jack Selvage's term expired on January 1, 2005, but remains to be filled. He will remain seated until the position is filled, or he is re-appointed to the position.
- **January 10, 2005, regular meeting.** Summary of items:
 - ◆ Election of Officers
 - ◆ City Council Questionnaire: Boards, Commission, Committees
 - ◆ Loan Approval - Sam Vagle; 3304 H Street, Eureka
- **February 14, 2005, regular meeting.** Summary of items:
 - ◆ 2005 Boardmember Term Expirations
 - ◆ 2003 HOME Program Rehabilitation Lending Guidelines Amendment
 - ◆ Subordinations: ■Cash Out• for Medical for Matt & Amie Beard; 1225 Pine Street, Eureka
 - ◆ Amend Prior HOME Program Loan Approval for Angela Ammon; 2630 Union Street, Eureka
- **March 14, 2005, regular meeting was canceled due to a lack of items.**